**For updates to the contents of this manual after April 2nd, 2019, see DLM 4000.25, Volume 2.**

DLM 4000.25-1

# MILSTRIP

**MILitary STandard Requisitioning and Issue Procedures**

**June 13, 2012**

DEPUTY ASSISTANT SECRETARY OF DEFENSE
(SUPPLY CHAIN INTEGRATION)

OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE
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SUSTAINMENT

DLM 4000.25-1, April 2, 2019
Change 12

MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES
CHANGE 12

I. This change to DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP), June 13, 2012, is published by direction of the Deputy Assistant Secretary of Defense for Logistics under the authority of DoD Instruction (DoDI) 4140.01, "DoD Supply Chain Materiel Management Policy," December 14, 2011. Unless otherwise noted, revised text in the manual is identified by ***bold, italicized*** print. Exceptions are when an entire chapter or appendix is replaced, a new one added, or an administrative update is made. Administrative updates in Change 12 include, but are not limited to, the following: Office names and symbols that have changed are updated (e.g., ODASD(Logistics)). Abbreviations such as etc., e.g., and i.e. are incorporated inside the parentheses. Occurrences of "shall" are changed to "will" per a style change for DoD issuances. References to "(DLA) Transaction Services" are changed to "Defense Automatic Addressing System (DAAS)" and "DLA Logistics Information Services" to "Logistics Information Services". In addition, minor typographical and similar editing errors in previous versions are corrected.

II. This change includes Approved Defense Logistics Management Standards (DLMS) Changes (ADC) published by Enterprise Business Standards Office memorandum:

A. ADC 1156A dated November26, 2018. Adds two new data elements to the DLMS 511R Requisition Transaction to allow DLA Disposition Services to transmit the Special Programs Hold Override Indicator and the Freeze Code. Adds a data element to the DLMS 940R Materiel Release to enable transmission of FMS costs for DLA Disposition Services and revises DLMS 856S Shipment Status to identify the FMS Security Corporation Case Designator Code. Revises Appendix 3.48.

B. ADC 1313 dated July 27, 2018. Allocates the use of DoDAAD Series "J" for use in routing identifier codes (RIC) for the U.S. Air Force. Revises Appendix 2.2.

C. ADC 1280 dated Dec 26, 2018. Adds content from DLM 4000.25-1, MILSTRIP Chapter 1 "General Information" to appropriate areas in the DLMS Manual (DLM 4000.25). Revises the Table of Contents.

III. The list below identifies the chapters, appendices or other files from the manual that are added or replaced by this change:

| **Added or Replaced Files** | **Added or Replaced Files** |
|---|---|
| Change History Page | Appendix 2.02 |
| Table of Contents | Appendix 3.48 |

IV. This change is incorporated into the on-line DLM 4000.25 series of manuals and the PDF files containing the entire set of change files on the publications page of the Enterprise Business Standards Office Website: www.dla.mil/does/dlms-pubs

for

Jan Mulligan
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SUSTAINMENT

DLM 4000.25-1, October 9, 2018
Change 11

# MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES CHANGE 11

I. This change to DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP), June 13, 2012, is published by direction of the Deputy Assistant Secretary of Defense for Logistics under the authority of DoD Instruction (DoDI) 4140.01, "DoD Supply Chain Materiel Management Policy," December 14, 2011. Unless otherwise noted, revised text in the manual is identified by ***bold, italicized*** print. Exceptions are when an entire chapter or appendix is replaced, a new one added, or an administrative update is made. Administrative updates in Change 11 include the following: An addition of Ammunition Defect Code in ADC 1252 inadvertently omitted from Formal Change 10 was added to AP1.35. Abbreviations such as etc., e.g., and i.e. are incorporated inside the parentheses. Occurrences of "shall" are changed to "will" per a style change for DoD issuances. References to "(DLA) Transaction Services" are changed to "Defense Automatic Addressing System (DAAS)" and "DLA Logistics Information Services" to "Logistics Information Services". In addition, minor typographical and similar editing errors in previous versions are corrected.

II. This change includes Approved Defense Logistics Management Standards (DLMS) Changes (ADC) published by Enterprise Business Standards Office memorandum:

A. ADC 1279 dated April 4. 2018. Establishes procedures for the DLA Distribution Standard System (DSS) to provide supply status transactions (DLMS 870S/legacy MILSTRIP Document Identifier Code (DIC) AE8) when Material Processing Centers (MPCs) transship materiel to other MPCs. Revises Appendix 2.16, and Appendix 3.10.

B. ADC 1284 May 23, 2018. Expands the field length in the 2D bar code for the discrete part number entry to allow a 32-character part number comparable to FLIS catalog data. Includes additional updates to clarify published guidance for the 2D bar code. Revises Appendix 1.35.

III. The list below identifies the chapters, appendices or other files from the manual that are added or replaced by this change:

| **Added or Replaced Files** | **Added or Replaced Files** |
|---|---|
| Change History Page | Appendix 2.16 |
| Appendix 1.35 | Appendix 3.10 |

IV. This change is incorporated into the on-line DLM 4000.25 series of manuals and the PDF files containing the entire set of change files on the publications page of the Defense Logistics Managements Standards Website: www.dla.mil/does/dlms-pubs

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LOGISTICS AND
MATERIEL READINESS

DLM 4000.25-1, May 4, 2018
Change 10

# MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES
CHANGE 10

I. This change to DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP), June 13, 2012, is published by direction of the Deputy Assistant Secretary of Defense for Supply Chain Integration under the authority of DoD Instruction (DoDI) 4140.01, "DoD Supply Chain Materiel Management Policy," December 14, 2011. Unless otherwise noted, revised text in the manual is identified by ***bold, italicized*** print. Exceptions are when an entire chapter or appendix is replaced, a new one added, or an administrative update is made. Administrative updates in Change 10 include the following: Abbreviations such as etc., e.g., and i.e. are incorporated inside the parentheses. Occurrences of "shall" are changed to "will" per a style change for DoD issuances. References to "(DLA) Transaction Services" are changed to "Defense Automatic Addressing System (DAAS)" and "DLA Logistics Information Services" to "Logistics Information Services". In addition, minor typographical and similar editing errors in previous versions are corrected.

II. This change includes Approved Defense Logistics Management Standards (DLMS) Changes (ADC) published by Enterprise Business Standards Office memorandum:

A. ADC 1151 dated September 14, 2017. Removes references to specific record retention periods for documents/transactions, and advises the Components to retain data created as a result of DLMS business processes in accordance with the DODI 5015.02, DoD Records Management Program. Revises Chapter 3, and Chapter 4.

B. ADC 1175 dated July 24, 2017. Clarifies guidance for the turn-in of partial/incomplete weapons by the weapon NSN to DLA Disposition Services for reutilization or demilitarization. Stipulates the need for a missing parts list or equivalent missing parts certification to accompany the turn-in of the serialized receiver with missing or removed parts. The turn-in activity must provide a missing parts list or annotate equivalent certification on the Issue Release/Receipt Document (IRRD) (DD Form 1348-1A, or DD Form 1348-2), Defense Turn-in Document (DTID), or an attached continuation page. Revises Appendix 1.36, and Appendix 3.49.

C. ADC 1252 dated October 6, 2017. Establishes a standard IRRD continuation page containing additional data elements required for A&E issue and receipt processes. Updates MILSTRIP procedures to document existing undocumented versions of the DD Form 1348-1A and DD 1348-2 currently used for the A&E issue release/receipt process. Revises Issue Release/Receipt Document (IRRD) (DD Form 1348-1A) with Code 39 (Three-

Of-Nine) Bar Codes and PDF417 Two-Dimensional 2D Bar Code. Revises Chapter 5, Appendix 1.35, and Appendix 1.36.

D. ADC 1256 dated September 7, 2017. Requires all Service maintenance activities/repair agents under an inter-Service agreement, including Depot Maintenance Inter-Service Support Agreements, to use MILSTRIP Materiel Returns Program automatic return notification procedures when returning a reparable item carcass in Supply Condition Code F (Unserviceable (Reparable)) to the owner/principal. The owner/principal and maintenance activity/repair agent must be able to use this process even when that Service does not have a Nonconsumable Item Material Support Code 5 Secondary Inventory Control Activity relationship with the owner/principal. Project Code 3HX (rather than existing Project Code 3AD) will apply when the owner/principal must provide credit to the returning maintenance activity for the automatic return of reparable component carcasses removed and replaced during maintenance. Revises Chapter 9, Appendix 2.1, and Appendix 2.13.

III. The list below identifies the chapters, appendices or other files from the manual that are added or replaced by this change:

| **Added or Replaced Files** | **Added or Replaced Files** |
|---|---|
| Change History Page | Appendix 1.35 |
| Chapter 3 | Appendix 1.36 |
| Chapter 4 | Appendix 2.1 |
| Chapter 5 | Appendix 2.13 |
| Chapter 9 | Appendix 3.49 |

IV. This change is incorporated into the on-line DLM 4000.25 series of manuals and the PDF files containing the entire set of change files on the publications page of the Defense Logistics Managements Standards Website: www.dla.mil/does/dlms-pubs

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LOGISTICS AND
MATERIEL READINESS

DLM 4000.25-1, October 03, 2017
Change 9

# MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES CHANGE 9

I. This change to DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP), June 2012, is published by direction of the Deputy Assistant Secretary of Defense for Supply Chain Integration under the authority of DoD Instruction (DoDI) 4140.01, "DoD Supply Chain Materiel Management Policy," December 14, 2011. Unless otherwise noted, revised text in the manual is identified by ***bold, italicized*** print. Exceptions are when an entire chapter or appendix is replaced, a new one added, or an administrative update is made. Administrative updates in Change 9 include the following: "DLA Logistics Management Standards" is changed to "Defense Logistics Management Standards" to reflect the most recent name change for the DLMS Program Office. Abbreviations such as etc., e.g., and i.e. are incorporated inside the parentheses. Occurrences of "shall" are changed to "will" per a style change for DoD issuances. "Defense Logistics Management System" is updated to "Defense Logistics Management Standards". "DoDM 4140.1-R" is updated to "DoDM 4140.01". References to "(DLA) Transaction Services" are changed to "Defense Automatic Addressing System (DAAS)" and "DLA Logistics Information Services" to "Logistics Information Services"; and minor typographical and similar editing errors in previous versions, including specifically an update to Appendix 2.16 that was approved in ADC 229 dated March 6, 2007, but never updated in the manual, have been corrected.

II. This change includes Approved Defense Logistics Management Standards (DLMS) Changes (ADC) published by Defense Logistics Management Standards Program Office memorandum:

A. ADC 1161A dated February 23, 2017. Replaces ADC 1161 in its entirety and removes an incorrect business rule in position 10 of the PIID, updates the list of references to reflect approved (rather than draft) documents, and updates the implementation date to no later than March 31, 2017. There are no additional changes to the procedures or DLMS transactions identified in ADC 1161, which updated DLMS procedures to accommodate the PIID numbering system. This is a mandated change required by recent changes to the FAR and DFARs and all Components must comply with the PIID numbering requirements of DFARS subpart 204.16 for all new solicitations, contracts, delivery calls/orders, and agreements issued, and any amendments and modifications to those new actions. Additionally, this change provides guidance for legacy procurement instrument identification number (PIIN)/legacy call/order number during the initial transition. Revises Abbreviations and Acronyms, Definitions, Chapter 3, Chapter 4, Chapter 11, Appendix 3.2, Appendix 3.4, Appendix 3.9, Appendix 3.11, Appendix 3.22, Appendix 3.23, and Appendix 3.24.

B. ADC 1176 dated March 29, 2017. Revises and clarifies procedures to support requisitioning under a Depot Maintenance Inter-Service Agreement (DMISA) or comparable agreement. Updates DAAS to pass (rather than route) all requisitions containing Project Codes 3AB and 3BB to the activity identified by the RIC-To. Revises MILSTRIP procedures to provide guidance specific to using these three project codes inclusive of the intended recipient or requisitions of parts needed to complete a maintenance action. Revises MILSTRIP requisition data content rules to allow use of the supply condition code by the repair agent when requisitioning for induction to maintenance. Revises Chapter 2, Appendix 2.13, Project Codes, Category C and D Table, and Appendix 3.2.

| **Added or Replaced Files** | **Added or Replaced Files** |
|---|---|
| Change History Page | Appendix 2.13 |
| Table of Contents | Appendix 3.2 |
| References | Appendix 3.4 |
| Definitions and Terms | Appendix 3.9 |
| Abbreviations and Acronyms | Appendix 3.11 |
| Chapter 2 | Appendix 3.22 |
| Chapter 3 | Appendix 3.23 |
| Chapter 4 | Appendix 3.24 |
| Chapter 11 | |

IV. This change is incorporated into the on-line MILSTRIP manual at the Defense Logistics Managements Standards Website Publications Page and the PDF file containing the entire set of change files is available on the Formal Changes Page.

for

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Deputy Assistant Secretary of Defense
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LOGISTICS AND
MATERIEL READINESS

DLM 4000.25-1, December 14, 2016
Change 8

# MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES
# CHANGE 8

I. This change to DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP), June 2012, is published by direction of the Deputy Assistant Secretary of Defense for Supply Chain Integration under the authority of DoD Instruction (DoDI) 4140.01, "DoD Supply Chain Materiel Management Policy," December 14, 2011. Unless otherwise noted, revised text in the manual is identified by ***bold, italicized*** print. Exceptions are when an entire chapter or appendix is replaced, a new one added, or an administrative update is made. Administrative updates in Change 8 include the following: "DLA Logistics Management Standards" is changed to "Defense Logistics Management Standards Office" to reflect the most recent name change for the DLMSO office, abbreviations such as etc., e.g., and i.e. are incorporated inside the parentheses., occurrences of "shall" are changed to "will" per a style change for DoD issuances, "Defense Logistics Management System" is updated to "Defense Logistics Management Standards", "DoDM 4140.1-R" is updated to "DoDM 4140.01", in accordance with General Order No. 07-15 (09/14/2015), references to "DLA Transaction Services" are changed to "Transaction Services" and "DLA Logistics Information Services" to "Logistics Information Services", page number formats in the "front matter" (Table of Contents, Process Change History page, etc.) of the manual have been revised, and minor typographical and similar editing errors in previous versions have been corrected.

II. This change includes Approved Defense Logistics Management Standards (DLMS) Changes (ADC) published by the DLMS Program Office memorandum:

A. ADC 1161 dated August 1, 2016. Updates Uniform Procurement Instrument Identifier Numbering System in the Federal/DLMS Implementation Conventions and DLMS Manual. Updates DLMS procedures to accommodate the procurement instrument identifier (PIID) numbering system required by recent changes to the Federal Acquisition Regulation (FAR) and Defense Federal Acquisition Regulation Supplement (DFARS). All Components must comply with the PIID numbering requirements of DFARS subpart 204.16 for all new solicitations, contracts, delivery calls/orders, and agreements issued, and any amendments and modifications to those new actions. Additionally, this change provides guidance for legacy procurement instrument identification number (PIIN)/legacy call/order number during the initial transition. Revises Abbreviations and Acronyms, Definitions and Terms, Chapters 3, 4, 11, Appendices 3.2, 3.4, 3.9, 3.11, 3.22, 3.23, and 3.24.

B. ADC 1169 dated April 25, 2016. Approves denial scenarios when a materiel release order or disposal release order identifying a Product Quality Deficiency Report

(PQDR) exhibit cannot be shipped by the DLA Distribution Center because the specified exhibit(s) cannot be located and expands the definition of Management Code Q to explain why the denial occurred. Revises Chapter 3.

C. ADC 1206, dated July 27, 2016. Establishes the requirement for transportation account code (TAC) validation prior to shipment of cargo by transportation as part of the retail supply and transportation interchange procedures prescribed in DLM 4000.25, DLMS Volume 3, Chapter 2. Revises Appendix 2.17.

D. ADC 1207 dated August 4, 2016. Establishes a new shipment hold code to flag materiel frozen by the DLA Disposition Services Field Office for redistribution to another field office. This information will be conveyed in the DLMS Implementation Convention (IC) 945A Materiel Release Confirmation (MRC) and sent to DLA Disposition Services. Deletes the unused disposal consolidation number data element and its associated business processes. Revises Appendix 2.17.

E. ADC 1233 dated August 4, 2016. Revises the page numbering of the "front matter" (Foreword, Process Change History, Table of Contents, Acronyms and Abbreviations, Definitions and Terms, References) in the DLM 4000.25 series of manuals to prepend an alphabetic indicator to the page numbers in each section of the front matter. Each page number will begin with an abbreviation of that section's name. Revises the front matter of the manual.

| **Added or Replaced Files** | **Added or Replaced Files** |
|---|---|
| Change History Page | Appendix 2.17 |
| Table of Contents | Appendix 3.2 |
| References | Appendix 3.4 |
| Definitions and Terms | Appendix 3.9 |
| Abbreviations and Acronyms | Appendix 3.11 |
| Chapter 3 | Appendix 3.22 |
| Chapter 4 | Appendix 3.23 |
| Chapter 11 | Appendix 3.24 |

IV. This change is incorporated into the on-line MILSTRIP manual at the Defense Logistics Managements Standards Website Publications Page and the PDF file containing the entire set of change files is available on the Formal Changes Page.

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LOGISTICS AND
MATERIEL READINESS

DLM 4000.25-1, April 29, 2016
Change 7

MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES
CHANGE 7

I. This change to DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP), June 2012, is published by direction of the Deputy Assistant Secretary of Defense for Supply Chain Integration under the authority of DoD Instruction (DoDI) 4140.01, "DoD Supply Chain Materiel Management Policy," December 14, 2011. Unless otherwise noted, revised text in the manual is identified by ***bold, italicized*** print. The exception would be when the entire chapter or appendix is replaced, or a new one added. In all updated documents "Defense Logistics Management System" is changed to "Defense Logistics Management Standards" per DoDI 8190.01E. In accordance with new direction for issuances, "shall" has been replaced by "will", "must", or other appropriate words or phrases throughout the updated documents. Additional administrative updates include changing "DoDM 4140.1-R" to "DoDM 4140.01", and "DLA Logistics Management Standards" to "Defense Logistics Management Standards". In accordance with DLA General Order No. 07-15 (09/14/2015), references to "DLA Transaction Services" are changed to "Transaction Services"

II. This change includes Approved Defense Logistics Management Standards (DLMS) Changes (ADC) published by the DLMS Program Office memorandum:

A. ADC 1043E dated October 5, 2015. Extends Defense Automatic Addressing System (DAAS) edits for invalid or missing fund codes to include transactions with Signal Codes A, B, J, and K and one scenario pertaining to Signal Codes C and L that had previously been omitted. Revises MILSTRIP Chapters 2, 3, 7, 9, and Appendix 2.16.

B. ADC 1084 dated November 25, 2015. Allows credit to be issued for non-manager owned suspended stock stored at a DLA Distribution location when a stock screening request results in identification of non-compliant materiel. This change leverages existing procedures for processing of the Stock Screening Request, Storage Quality Control Report (SQCR), SDR, and Materiel Release Order (MRO) to accomplish the necessary steps to recognize, suspend, provide notification of suspected non-conforming materiel, provide credit to the materiel owner if the materiel is determined to be non-compliant, and transfer ownership to the manager. Adds new SQCR specific action codes and disposition/reply codes to the Stock Readiness Relevant Data Elements list. Revises MILSTRIP Appendix 2.7.

C. ADC 1123 dated December 2, 2015. Establishes a requirement for MCA validation for CFM regardless of the Component sponsoring the contractor. All MCA MILSTRIP procedures applicable to GFM will be extended to CFM. Transaction Services'

edits for pseudo MCA processing of DOD EMALL CFM requisitions paid via credit card will be eliminated upon Component implementation of MCA validation to mirror existing GFM procedures. Revises MILSTRIP Appendix 2.2.

D. ADC 1152 dated December 8, 2015. Revises the DLMS 940R, Release Order, to allow the suffix code to be populated for redistribution order transactions to support DLA's IPV program. This revision is restricted for intra-DLA use. Revises MILSTRIP Chapter 3 and Appendix 3.25.

E. ADC 1177 dated December 8, 2015. Documents the interim state routing solution that has been developed and tested by the Defense Security Assistance Development Center (DSADC) for the SCES Program, working in cooperation with Naval Supply Systems Command, Weapon System Support (NAVSUP WSS), DLMSO, and Transaction Services. SCES interim state is the period between the Limited Deployment Decision (LDD) and Full Deployment Decision (FDD). Revises MILSTRIP Chapter 6.

III. The list below identifies the chapters, appendices or other files from the manual that are replaced by this change:

| **Added or Replaced Files** | **Added or Replaced Files** |
|---|---|
| Table of Contents | Chapter 9 |
| Change History Page | Appendix 2.2 |
| Chapter 2 | Appendix 2.7 |
| Chapter 3 | Appendix 2.16 |
| Chapter 6 | Appendix 3.25 |
| Chapter 7 | |

IV. This change is incorporated into the on-line MILSTRIP manual at the Defense Logistics Managements Standards Website Publications Page and the PDF file containing the entire set of change files is available on the Formal Changes Page.

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LOGISTICS AND
MATERIEL READINESS

DLM 4000.25-1, October 23, 2015
Change 6

# MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES CHANGE 6

I. This change to DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP), June 2012, is published by direction of the Deputy Assistant Secretary of Defense for Supply Chain Integration under the authority of DoD Instruction (DoDI) 4140.01, "DoD Supply Chain Materiel Management Policy," December 14, 2011. Unless otherwise noted, revised text in the manual is identified by ***bold, italicized*** print. The exception would be when the entire chapter or appendix is replaced, or a new one added. In all updated documents "DLA Logistics Management Standards" is changed to "Defense Logistics Management Standards Office" to reflect the most recent name change for the DLMSO office and abbreviations such as etc., e.g., and i.e. are incorporated inside the parentheses. Change 6 also includes administrative updates not marked by bold italics, to include changing "shall" to "will" per a style change for DoD issuances and updating "Defense Logistics Management System" to "Defense Logistics Management Standards."

II. This change includes Approved Defense Logistics Management Standards (DLMS) Changes (ADC) published by the DLMS Program Office memorandum:

A. ADC 1099 dated June 15, 2015. Realignment and Revalidation of Installation Closure Procedures in DLM 4000.25, Volume 2 and DLM 4000.25-1. This is one of a series of DLMS changes to update DLM 4000.25, Volume 2 requisitioning and issue procedures to align with the companion procedures in DLM 4000.25-1. DLM 4000.25-1, Chapter 10 outlines procedures associated with Installation Closure using legacy MILSTRIP 80 record position formats. Revises Chapter 10.

B. ADC 1116B dated July 28, 2015. Corrects and updates the contract information fields of the DoDAAD, especially as they relate to DLA's DoDAACs (S, SD, U, 2A, 2AB, 2Y, and 3B Series). Revises Chapter 2.

C. ADC 1118 dated February 5, 2015. Establishes the initial baseline requirements for a web-based project code management system (PCMS) to be hosted at DLA Transaction Services and updates project code management procedures accordingly. Adds new Appendices AP1.37 and AP1.38. Revises Appendix AP2.13.

D. ADC 1132 dated June 15, 2015. Implements a fully systemic solution for processing mass and universal cancellations and the associated DLMS enhancements. Establishes a new Chapter 27 in DLM 4000.25, Volume 2 that consolidates procedures, both DLMS enhanced and legacy, associated with mass and universal cancellation procedures into one location, and administratively aligns MILSTRIP Chapter 8 with the new DLM 4000.25,

Volume 2, Chapter 27. Revises Chapter 8 and Appendices 2.1 and 3.19.

III. The list below identifies the chapters, appendices or other files from the manual that are replaced by this change:

| **Added or Replaced Files** | **Added or Replaced Files** |
|---|---|
| Table of Contents | Appendix 1 Index |
| Change History Page | Appendix 1.37 |
| Chapter 2 | Appendix 1.38 |
| Chapter 8 | Appendix 2.1 |
| Chapter 10 | Appendix 2.13 |
| | Appendix 3.19 |

IV. This change is incorporated into the on-line MILSTRIP manual at the Defense Logistics Managements Standards Website Publications Page and the PDF file containing the entire set of change files is available on the Formal Changes Page.

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LOGISTICS AND
MATERIEL READINESS

DLM 4000.25-1, June 16, 2015
Change 5

MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES
CHANGE 5

I. This change to DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP), June 2012, is published by direction of the Deputy Assistant Secretary of Defense for Supply Chain Integration under the authority of DoD Instruction (DoDI) 4140.01, "DoD Supply Chain Materiel Management Policy," December 14, 2011. Unless otherwise noted, revised text in the manual is identified by ***bold, italicized*** print. The exception would be when the entire chapter or appendix is replaced, or a new one added. In all updated documents "DLA Logistics Management Standards" is changed to "Defense Logistics Management Standards Office" to reflect the most recent name change for the DLMSO office and abbreviations such as etc., e.g., and i.e. are incorporated inside the parentheses. Change 5 also includes administrative updates not marked by bold italics, to include changing "shall" to "will" per a style change for DoD issuances and updating "Defense Logistics Management System" to "Defense Logistics Management Standards." Subsequent to ADC 1135's updates, "Regional Hazardous Inventory Control System" was updated to "Hazardous Material Management System."

II. This change includes Approved Defense Logistics Management Standards (DLMS) Changes (ADC) published by the DLMS Program Office memorandum:

A. ADC 1009A dated August 6, 2014. Established revised procedures for formatting the DLMS requisition transactions with impact to multiple functional processes. It also eliminated authorization for the DLA Transaction Services Defense Automatic Addressing System (DAAS) to block transmission of supply and shipment status in response to requisitions originated in DOD EMALL that use purchase card/credit card payment. Revises Chapter Chapters 2 and 5 and Acronyms list. Revises Abbreviations and Acronyms. Revises Chapters 2 and 5. Revises Appendices 1.1, 1.35,2.10, 2.14, 2.16, and 3.48.

B. ADC 1032 dated January 31, 2013. Withdrew the change to allow the use of a numeric value in addition to existing alphabetic values identifying the Service and Agency as identified in the first position of the RIC. Withdrawn April 8, 2014. Revises Appendix 2.2.

C. ADC 1043A dated August 20, 2014. Amended ADC 1043 guidance regarding rejection transactions returned when DLMS transactions include discrete SLOA data elements that do not correspond to the entries in the SFIS Fund Code to Fund Code Account Conversion Table for the Fund Code in the transaction. Revises Appendix 2.16.

D. ADC 1075 dated January 17, 2014. Notified the PRC members of DLMS implementation for the GENC Standard and updates related DLMS documentation and

database tables at DLA Transaction Services for Country Codes. Revises Appendix 2.18 and Definitions list.

E. ADC 1091 dated January 28, 2014. Updated MILSTRIP and SDR guidance for reshipment of materiel in association with an SDR. Revises Chapters 3 and 4.

F. ADC 1096 dated May 29, 2014. Requested the option for DLA Disposition Services sites to utilize the Commercial Venture (CV) Workload Location List (WLL) in lieu of an IRRD. Revises Chapter 5.

G. ADC 1098 dated November 7, 2014. Updated the DD Form 1348-5, Notice of Availability; updated the DLMS 856N NOA and DLMS 870N NOA Reply to align with the hard copy data content of the DD Form 1348-5; established the foundation for a mechanized implementation for the NOA process to provide the International Logistics Control Office (ILCO) visibility; and updated procedures for ensuring timely replies to NOAs by actively engaging the ILCOs when there is no response to a follow-up NOA. Revises Chapter 6 and Appendices 1.4, 3.30, 3.31, and 3.32.

H. ADC 1110 dated July 30, 2014. Added a new Appendix for Delivery Priority/Special Processing Codes, updated the DLMS Data Dictionary to reflect usage of this data element across applicable DLMS ICs, and updated DLMS ICs to reflect the approved migration code DPC – Delivery Priority Code. Adds Appendix 2.26.

I. ADC 1111 dated August 28, 2014. Revises the procedures for intransit control of materiel turned in to DLA Disposition Services and establishes use of DLMS 527R as a new Disposition Services Turn-In Receipt Acknowledgement transaction. Revises Chapter 3.

J. ADC 1117 dated July 2, 2014. Improved and refined the business rules associated with the type address codes (TAC) used in the DoDAAD and removes TAC 4. Revises Chapters 2 and 3.

K. ADC 1142A dated October 21, 2014. Formally withdrew GSA from the Materiel Returns Program (MRP) effective March 1, 2014. Revises Chapters 8, 9, and 10. Revises Appendix 2.16.

III. The list below identifies the chapters, appendices or other files from the manual that are replaced by this change:

| **Added or Replaced Files** | **Added or Replaced Files** |
|---|---|
| Table of Contents | Appendix 1.1 |
| Change History Page | Appendix 1.4 |
| Definitions List | Appendix 1.35 |
| Acronyms List | Appendix 2.2 |
| Chapter 2 | Appendix 2.10 |
| Chapter 3 | Appendix 2.14 |

| | |
|---|---|
| Chapter 4 | Appendix 2.16 |
| Chapter 5 | Appendix 2.18 |
| Chapter 6 | Appendix 2.26 |
| Chapter 8 | Appendix 3.30 |
| Chapter 9 | Appendix 3.31 |
| Chapter 10 | Appendix 3.32 |
| | Appendix 3.48 |

IV. This change is incorporated into the on-line MILSTRIP manual at the Defense Logistics Managements Standards Website Publications Page and the PDF file containing the entire set of change files is available on the Formal Changes Page.

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LOGISTICS AND
MATERIEL READINESS

DLM 4000.25-1, July 18, 2014
Change 4

MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES
CHANGE 4

I. This change to DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures Month XX, 2014, is published by direction of the Deputy Assistant Secretary of Defense for Supply Chain Integration under the authority of DoD Instruction (DoDI) 4140.01, "DoD Supply Chain Materiel Management Policy," December 14, 2011. Unless otherwise noted, revised text in the manual is identified by ***bold, italicized*** print. The exception would be when the entire chapter or appendix is replaced, or a new one added. Change 3 also includes administrative updates not marked by bold italics, to change "shall" to "will" per a style change for DoD issuances, insert inadvertently deleted paragraph heading and correct resulting paragraph numbering in Chapter 2.23 – 2.24, align the definitions of DICs FTB and FTP in Appendix AP2.1.6 with the definitions in DLMS Volume 4, and in Appendix AP2.13.1 to replace references to "intra-Service" with "Service/Agency".

II. This change includes Approved Defense Logistics Management Standards (DLMS) Changes (ADC) published by the DLMS Program Office memorandum:

A. ADC 1014A dated November 5, 2013. Revised Procedures for Inclusion of Government-Furnished Property (GFP)/Contractor-Acquired Property (CAP) Contract Data – Updated Mapping for Concurrent Identification of the Manufacturing Directive Number (MDN) and the Contract Line Item Number (CLIN) (Supply and Contract Administration). Revises Appendices 2.15 and 2.16.

B. ADC 1043 dated September 18, 2013. DLMS Revisions for Department of Defense (DOD) Standard Line of Accounting (SLOA)/Accounting Classification (Finance/Supply). Revises Chapters 2, 7, 9, Appendix 2.16, and the Acronyms list.

C. ADC 1067 dated November 20, 2013. Update to DLMS/MILSTRIP Guidance for Status Dissemination Including Elimination of GSA Form 10050 (GSA Mailer) and Revised Media and Status Codes (Supply/MILSTRIP) Revises Appendices 1, 1.7, and 2.4.

D. ADC 1068 dated October 3, 2013. Enhanced Procedures for Requisitioning via DOD EMALL and GSA Internet Ordering: Component Verification of Funds Availability and Materiel Identification using the Supplier-Assigned Part Number and/or Supplier Commercial and Government Entity (CAGE) Code (Supply/Finance). Revises Chapter 2 and Appendix 2.16.

E. ADC 1097 dated Decemeber 20, 2013. Administrative Realignment of Contract Access to Government Sources of Supply Procedures in 4000.25, Volume 2 and DLM 4000.25-1 (Supply). Revises Chapter 11.

III. The list below identifies the chapters, appendices or other files from the manual that are replaced by this change:

| **Added or Replaced Files** | **Added or Replaced Files** |
|---|---|
| Chapter 2 | Appendix 1 |
| Chapter 7 | Appendix 1.7 |
| Chapter 9 | Appendix 2.4 |
| Chapter 11 | Appendix 2.15 |
| Acronyms List | Appendix 2.16 |
| Table of Contenets | |

IV. This change is incorporated into the on-line MILSTRIP manual at the Defense Logistics Managements Standards Website Publications Page and the PDF file containing the entire set of change files is available on the Formal Changes Page.

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LOGISTICS AND
MATERIEL READINESS

DLM 4000.25-1, December 19, 2013
Change 3

MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES
CHANGE 3

I. This change to DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures December 19, 2013, is published by direction of the Deputy Assistant Secretary of Defense for Supply Chain Integration under the authority of DoD Instruction (DoDI) 4140.01, "DoD Supply Chain Materiel Management Policy," December 14, 2011. Unless otherwise noted, revised text in the manual is identified by ***bold, italicized*** print. The exception would be when the entire chapter or appendix is replaced, or a new one added. Change 3 also includes administrative updates not marked by bold italics, to change "shall" to "will" per a style change for DoD issuances, insert inadvertently deleted paragraph heading and correct resulting paragraph numbering in Chapter 2.23 –2.24, align the definitions of DICs FTB and FTP in Appendix AP2.1.6 with the definitions in DLMS Volume 4, and in Appendix AP2.13.1 to replace references to "intra-Service" with "Service/Agency".

II. This change includes Approved Defense Logistics Management Standards (DLMS) Changes (ADC) published by the DLMS Program Office memorandum:

A. ADC 103 dated July 23, 2003. DAAS Processing Rules for Project Code 3AD. Revises Chapter 2.

B. ADC 379B dated April 8, 2013. Revised Supply Status Procedures to Support Requisition and Requisition Alert Processes under Navy BRAC SS&D/IMSP – Intermediate Supply Status. Revises Appendix 2.16.

C. ADC 1031 dated April 5, 2013. Foreign Military Sales (FMS) Repair Value. Revises MILSTRIP Chapter 6 and Appendices 1.1, 1.35, and 3.48.

D. ADC 1048 dated April 25, 2013. Defense Logistics Agency (DLA) Supply Status Code for Shipped Orders. Revises Appendix 2.16.

E. ADC 1049 dated April 2, 2013. New Supply Status Code for Backorders Awaiting Engineering Support Activity (ESA) Support and First Article Testing (FAT). Revises Appendices 2.16 and 3.10.

F. ADC 1050 dated March 18, 2013. New DOD EMALL DoDAAC and Supply Status Cancellation Codes for DOD EMALL Credit Card Billing. Revises Chapter 11 and Appendix 2.16.

G. ADC 1062 dated June 20, 2013. Non-Inventory Control Point/Integrated Materiel Manager (ICP/IMM)-Directed Inter-Service Lateral Support via Retail Level Passing Order. Revises Chapter 9.

H. ADC 1065 dated May 16, 2013. Modification to the Required Delivery Date (RDD) Edit for Ammunition and Ammunition-Related Requisitions and Requisition Alerts under Navy Base Realignment and Closure (BRAC) Retail Supply Storage and Distribution (SS&D)/Inventory Management and Stock Positioning (IMSP). Revises Chapter 3.

I. ADC 1078 dated July 3, 2013. Administrative Realignment of Security Assistance Procedures in DLM 4000.25, Volume 2 and DLM 4000.25-1. Revises Chapter 6, revises Appendices 2.22, 3.3, and 3.30, and updates the Definitions and Table of Contents.

III. The list below identifies the chapters, appendices or other files from the manual that are replaced by this change:

| **Added or Replaced Files** | **Added or Replaced Files** |
|---|---|
| Change History Page | Appendix 1.1 |
| Table of Contents | Appendix 1.35 |
| Definitions | Appendix 2.16 |
| Chapter 2 | Appendix 2.22 |
| Chapter 3 | Appendix 3.3 |
| Chapter 6 | Appendix 3.10 |
| Chapter 9 | Appendix 3.30 |
| Chapter 11 | Appendix 3.48 |

IV. This change is incorporated into the on-line MILSTRIP manual at the Defense Logistics Managements Standards Website Publications Page and the PDF file containing the entire set of change files is available on the Formal Changes Page.

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LOGISTICS AND
MATERIEL READINESS

DLM 4000.25-1, June 25, 2013
Change 2

# MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES CHANGE 2

I. This change to DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures June 2012, is published by direction of the Deputy Assistant Secretary of Defense for Supply Chain Integration under the authority of DoD Instruction (DoDI) 4140.01, "DoD Supply Chain Materiel Management Policy," December 14, 2011. Unless otherwise noted, revised text in the manual is identified by ***bold, italicized*** print. The exception would be when the entire chapter or appendix is replaced, or a new one added.

II. This change includes Approved Defense Logistics Management System (DLMS) Changes (ADC) published by the DLMS Program Office memorandum:

A. ADC 399A dated January 30, 2013. Automated Data Capture for Serialized Item Shipments and Preparation of the Issue Release/Receipt Document (DD Form 1348-1A or DD Form 1348-2) Continuation Page. Revises the Table of Contents, References, Chapter 5 and Appendices 1-Index, 1.1, 1.6, 1.35, 1.36, 3.48, and 3.49.

B. ADC 427A dated October 3, 2012. Requisition Document Number Date Edit. Revises Chapters 2 and 3.

C. ADC 448B dated October 2, 2012. Delayed implementation for International Organization for Standardization 3166-1 Codes for the Identification of Countries and their Subdivisions. MILSTRIP Definitions and Acronyms and Abbreviations. Revises Chapters 6, 7. Revises Appendix 2 Index and Appendices 2.18, 3.3, and 3.30.

D. ADC 473A dated November 21, 2012. DLMS Revisions to Add the Associated Purchase Order Number (Supports DLA Interface with the Exchange, Navy Exchange Service Command, and Marine Corps Exchange Non-Appropriated Funds Activities, and Non-DOD Customers). Revises Appendix 1.1 and 3.48.

E. ADC 1017 dated September 18, 2012. Intra-DLA Change: Revisions to Procedures and to DLMS 527R Receipt and 947I Inventory Adjustment, and MILSTRIP to Support the Upgrade from Scrap Process used by DLA Disposition Services under Reutilization Business Integration. Revises Appendix 2.7.

F. ADC 1020 dated November 2, 2012. Inter-Service Ownership Transfer of Ammunition/Ammunition Related Materiel. Revises Chapter 3 and Appendices 2.2, 2.9, 2.10, and 3.24.

G. ADC 1023 dated October 24, 2012. MILSTRIP References to Requisitioning from Plant Clearance Automated Reutilization Screening System (PCARSS) . Revises Chapter 2 and Appendix 2.7.

H.ADC 1032 dated January 31, 2013. Assignment of Numeric Routing Identifier Codes (RIC). Revises Appendix 2.2. ADC 1023 dated October 24, 2012. MILSTRIP References to Requisitioning from Plant Clearance Automated Reutilization Screening System. Revises Chapter 2 and Appendix 2.7.

I. ADC 1032 dated January 31, 2013. Assignment of Numeric Routing Identifier Codes. Revises Appendix 2.2.

III. The list below identifies the chapters, appendices or other files from the manual that are replaced by this change:

| **Replaced Files** | **Replaced Files** |
|---|---|
| Change History Page | Appendix 1.36 |
| Table of Contents | Appendix 2 – Index |
| Definitions | Appendix 2.2 |
| Acronyms and Abbreviations | Appendix 2.7 |
| Chapter 2 | Appendix 2.9 |
| Chapter 3 | Appendix 2.10 |
| Chapter 5 | Appendix 2.18 |
| Chapter 6 | Appendix 3.3 |
| Chapter 7 | Appendix 3.24 |
| Appendix 1 – Index | Appendix 3.30 |
| Appendix 1.1 | Appendix 3.48 |
| Appendix 1.6 | Appendix 3.49 |
| Appendix 1.35 | |

IV. This change is incorporated into the on-line MILSTRIP manual at the Defense Logistics Managements Standards Website Publications Page and the PDF file containing the entire set of change files is available on the Formal Changes Page.

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LOGISTICS AND
MATERIEL READINESS

DLM 4000.25-1, December 7, 2012
Change 1

MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES
CHANGE 1

I. This change to DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures June 2012, is published by direction of the Deputy Assistant Secretary of Defense for Supply Chain Integration under the authority of DoD Instruction (DoDI) 4140.01, "DoD Supply Chain Materiel Management Policy," December 14, 2011. Unless otherwise noted, revised text in the manual is identified by ***bold, italicized*** print. The exception would be when the entire chapter or appendix is replaced, or a new one added.

II. This change includes Approved Defense Logistics Management System (DLMS) Changes (ADC) published by the DLMS Prgoram Office memorandum:

A. Addendum 93A dated August 29, 2012. Addendum 93A to include Status Code BP in Cancellation Procedures. Revises Chapter 3.

B. ADC 1006 dated July 12, 2012. Exception Processing for DLA Contractor Furnished Material (CFM) Requisition. Revises Chapter 11.

C. ADC 1011 dated August 13, 2012. Routing Identifier Code Format Rule for Defense Contract Management Agency Activities. Revises Appendix 2.2 and 2.3

D. ADC 1014 dated August 14, 2012. Revised Procedures for Inclusion of Contract Data in Transactions Associated with Government Furnished Property and Management Control Activity Validation of Contractor Furnished Materiel Requisitions. Revises Chapter 11, Appendices 1.1, 3.2, 3.23, 3.24 and 3.48.

E. ADC 1029 dated August 14, 2012. Establish New MILSTRIP-Authorized Value for First Position of Requisition Document Number Serial Number and DLMS Utilization Code H for Military Sealift Command (MSC). Revises MILSTRIP Appendix 2.7. (Withdrawal of ADC 1029 dated September 4, 2012.)

III. The list below identifies the chapters, appendices or other files from the manual that are replaced by this change:

**Replaced Files**

Change History Page
Table of Contents
Chapter 3
Chapter 11
Appendix 1.1
Appendix 2.2
Appendix 2.3
Appendix 3.2
Appendix 3.23
Appendix 3.24
Appendix 3.48

IV. This change is incorporated into the on-line MILSTRIP manual at the Defense Logistics Managements Standards Website Publications Page and the PDF file containing the entire set of change files is available on the Formal Changes Page.

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# MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES

## FOREWORD

I. The Military Standard Requisitioning and Issue Procedures (MILSTRIP) manual is reissued as Defense Logistics Manual (DLM) 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP), under the authority of DoD Instruction (DoDI), 4140.01, DoD Supply Chain Materiel Management Policy. DLM 4000.25-1 prescribes uniform procedures, data elements and codes, formats, forms, and time standards for the interchange of logistics information relating to requisitioning, supply advice, supply status, materiel issue/receipt, lateral redistribution, and materiel return processes.

II. The provisions of this manual apply to the Office of the Secretary of Defense, the Military Departments, the Joint Staff, the Combatant Commands, and Defense Agencies. The manual applies, by agreement, to external organizations conducting logistics business operations with DoD including (a) non-Government organizations, both commercial and nonprofit; (b) Federal agencies of the U.S. Government other than DoD; (c) foreign national governments; and (d) international government organizations.

III. This manual incorporates the Approved Defense Logistics Management Standards (DLMS) Changes (ADC) listed in the Process Change History page immediately following this Foreword. ADCs are published electronically on the ADC Page of the DLMS Website Recommended revisions to this manual will be proposed and incorporated under the Process Review Committee (PRC) forum for logistics functional areas. Submit all proposed change requests through your designated DoD Component PRC representatives. The procedures are Chapter 1 of this manual and on the Process Changes Page of the DLMS Website.

IV. This Volume is approved for public release and is available electronically on the DLMS Publications page of the DLMS Website. Use the comment form, also on the DLMS Website, to contact the Enterprise Business Standards Office (EBSO).

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# MILITARY STANDARD REQUISITIONING AND ISSUE PROCEDURES (MILSTRIP)

## PROCESS CHANGE HISTORY

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| AMCL 13 | 2/18/2010 | **Withdrawal of Approved Military Change Letter (AMCL) 5 and 13, Date Packed/Expiration for Subsistence Items.** This change withdrew the original request the "Date Packed/Expiration for "Subsistence Items" elements in the DLMS Supplement and retracts associated business rules related to MILSTRIP, MILSTRAP and DLMS. Revises AP3.13, Disposal Release Order, Follow-up, or Cancellation. | 0 |
| 93A | 8/29/2012 | **Addendum 93A to include Status Code BP in Cancellation Procedures.** This change corrects an administrative oversight in documented procedures for source of supply processing of single line requisition cancellation requests to check for Status Code BP. Revises Chapter 3, Requisition Processing and Related Actions. | 1 |
| 102 | 8/15/2009 | **Revised Service Code V Use in Routing Identifier Codes (RICs).** This change reassigns the use of Service and Agency Code V applicable to Routing Identifier Codes (RICs) to the Navy. Although the Service and Agency Code V belongs to the Navy for DoDAAC assignment, its use in RICs does not. The V-series when used as the RI-To is currently assigned to the National Aeronautics and Space Administration (NASA) for use in logistics transactions (NASA also used as RI-From). Under this ADC, all new RIC assignments in the V-series will belong to the Navy for use to designate Navy contractor locations. Any existing V-series RI values previously assigned for NASA will be deleted. To satisfy NASA requirements, new RICs in the appropriate G-series will be assigned in coordination with the General Services Administration (GSA). | 2 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 103 | 7/23/2003 | **DAAS Processing Rules for Project Code 3AD (Supply/MILSTRIP).** This change requires the DLA Transaction Services to pass (instead of route) all DIC A0_ Requisitions containing Project Code 3AD to the activity identified in the Routing Identifier Code (RIC To) (record positions 4-6). This will direct the requisition to the Principal whose assets will be used for the repair as requested by the Agent (or Source of Repair) under the Depot Maintenance Inter-Service Agreement (DMISA). Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations, and Follow-ups. | 3 |
| 224 | 2/21/2007 | **Revised Procedures for Logistics Accountability During Maintenance.** This change incorporates multiple revisions to procedures for maintaining accountability during maintenance. Uses existing requisitioning procedures for the induction of reparables into maintenance. Withdraws directed use of the DIC FTA transaction by the shipping activity for accountability of items identified and scheduled for repair under a Depot Maintenance Inter-Service Support Agreement (DMISA), since that type of workload must be negotiated. Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations, and Follow-ups, Chapter 3, Requisition Processing and related actions, and Chapter 9, Materials Returns Program (MRP) and Lateral Distribution of Retail Assets | 0 |
| 256 | 12/19/2007 | **WebSDR/SDR Transaction Edits: Forwarding and Follow-up Timeframes.** This change approves two new edit processes for DOD WebSDR that will improve data quality and enforce existing business rules under referenced guidance. Follow-up transactions will be edited to ensure that an appropriate time has elapsed before follow-ups may be submitted. Revises Chapter 17 and establishes two new reply codes. | 0 |
| 262 | 12/19/2007 | **Deleted Department of Defense Activity Address Code (DoDAAC) Cited on Open Orders.** This change revises MILSTRIP and DLMS procedures to include instructions on cancellation of orders citing a ship-to or bill-to DoDAAC that has been deleted. Revises Chapter 3 and Appendix 2.16 Status Code - BQ. | 0 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 264 | 1/30/2008 | **DLMS Enhancement for Part-Numbered Requisition Format and USAF Unique Rules for Descriptive Information including Technical Order (T.O.) Number.** This change will support unique procedures for the AF requirement pending future reengineering. This change includes administrative updates to MILSTRIP-identified descriptive information data associated with part-numbered requisitions, during the transition to DLMS from the MILS-based procedures. AP3.4, Non-National Stock Number Requisition (Mechanical). | 0 |
| 282 | 5/8/2008 | **Consolidation and Containerization Points (CCP)-Originated Supply Discrepancy Reports (SDRs) including Noncompliant Wood Packaging Material (WPM) Procedures and Shipment Hold Code.** This change is requested to support generation of DLMS SDRs at the Consolidation and Containerization Points (CCP) and involves shipments using noncompliant Wood Packaging Materials (WPM) and shipping through the CCPs to OCONUS sites. Revises AP2.17, Hold Codes. | 0 |
| 285 | 6/10/2008 | **Administrative Revision to MILSTRIP and DLMS Supplement 869C, Requisition Cancellation for Inclusion of Missing Passing Activity Identification.** This change updates the MILSTRIP/DLMS procedures, the DLMS Supplement 869C, and Defense Automatic Addressing System (DAAS) conversion mapping for MILSTRIP Document Identifier AC_/AK_ transactions. All now permit inclusion of the party passing the transaction in the cancellation and cancellation follow-up. Revises MILSTRIP AP 3.7, Requisition Cancellation. | 0 |
| 286B | 6/2/2008 | **Administrative Update for MILS/DLMS Conversion for MILSTRIP ACP/ACM Cancellation Formats.** This ADC updates documentation and system maps in order to support current MILSTRIP requirements. The cancellation transactions above are not currently in use, although Army has confirmed their plan to use them. Implementation of this ADC will position Defense Automatic Addressing System to support future systems developers, regardless of Service. Revises MILSTRIP AP3.9, Supply Source Cancellation. | 0 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 289 | 10/21/2009 | **Revisions to Security Assistance Program Procedures, Modification of the Definition of the Security Assistance Type of Assistance and Financing Codes (MILSTRIP/Supply) and Policy Change to Billing Procedures.** This change accommodates the inclusion of a paragraph on the timeframe for shipments using a required availability date (RAD), the use of extended required delivery dates (RDDs), a paragraph regarding possible storage charges for materiel awaiting Notice of Availability (NOA) responses, and some minor changes to program names and acronyms. Revises MILSTRIP Chapter 6, Security Assistance Program, and MILSTRIP AP2.19 Security Assistance Program Type of Assistance and Financial Codes. | 0 |
| 296 | 8/12/2008 | **Passive Radio Frequency Identifications.** The changes are proposed to standardize the pRFID processes and related visibility transactions used throughout DoD. In addition, the additions will expand the use of pRFID to local delivery and the associated delivery and attempted delivery transactions to be implemented under Joint Regional Inventory Materials Management (JRIMM). Revises Chapter 24, Passive RFID Transactions. | 0 |
| 306 | 11/10/2008 | **Administrative Change to Rail Transportation Mode/Method Codes and Definitions.** This administrative change updates the DoD codes, definitions, X12 conversion and Military Standard Requisitioning and Issue Procedures (MILSTRIP) references to synchronize with the United States Transportation Command's Authorized Data Source for transportation mode/method codes. This change is in direct support of the expansion of the Defense Transportation Coordinator Initiative (DTCI) to include rail movements. Revises MILSTRIP, AP3.14, Material Release Confirmation, AP3.15, Force-Closed Material Release Confirmation, AP3.19, Shipment Status, AP3.30, Foreign Military Sales Notice of Availability Key Document, as well as, AP3.39, Shipment Status. | 0 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 309 | 6/3/2009 | **Notice of Availability (NOA) and NOA Reply Transaction Data Content/Mapping including Addition of Type Pack Code for 463L Pallets.** This revision resolves a DLMS/MILS conversion issue between the MILSTRIP AD5 and the comparable DLMS 870N, Notice of Availability Reply. Revisions are identified to add a code and DLMS note to DLMS Supplement 870N supporting what the DAAS map has already implemented, and add a future enhancement to the process to identify the NOA submitter. This change also modifies the location of the type pack code in the DS 856N, Notice of Availability, updates AP3.30, Formats, to correctly identify the authorized data source for valid DoD Type Pack Codes and adds to MILSTRIP Abbreviations. | 0 |
| 313 | 12/24/2008 | **Request for Implementation Date for Approved Defense Logistics Management System, Revisions to DLMS Supplement 527R to Add Code for MILSTRAP DRB Functionality and to Address Enhancement for Advice Codes Used with 527R Receipt and Response to Inquiry for Materiel Receipt.** Provides a new DS 527R, Receipt, Inquiry, Response and MRA, beginning segment action code to provide functionality of MILSTRAP (reference 3a) Document Identifier Code (DIC) DRB-MRA Reply to Follow-up. Revises MILSTRIP (references 3.c), Appendix 2.15, Advice Codes. | 0 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 316 | 2/19/2009 | **Retail Transportation and Supply Receipt and Acknowledgement Transactions.** This ADC approves a standardized interchange and set of business processes between retail transportation and supply activities through the use of the standard DLMS Warehouse Shipping Order (940R) and Warehouse Shipping Advice (945A). This standard exchange provides the ability to pre-position release order data in transportation, submit follow-up status messages to transportation requesting updated shipment status, submit cancellation requests to transportation for release orders already turned over to transportation for shipment planning and execution, provide supply status messages from transportation to supply, provide cancellation response messages from transportation to supply, and submit material release confirmation messages from transportation to supply when the material has shipped. Revises MILSTRIP Chapter 2, Preparation and Submission of Requisitions, Cancellations and Follow-Ups, Chapter 3, Requisition Processing and Related Actions, Chapter 4, Status, AP2.12, Distribution Codes, AP2.16, Status Codes, AP2.1 Document Identifier Codes, and AP3.10, Supply Status. | 0 |
| 316A | 6/26/2009 | **USAF Requirements for Item Record Data and Unique Item Tracking (UIT) using the Materiel Release (DLMS Supplement 940R) under Transportation and Supply Receipt and Acknowledgement Interchange.** This change enhanced the Standard Base Supply System (SBSS) - Cargo Movement Operations System (CMOS) interface in association with implementation of the ADC 316 procedures for retail transportation and supply receipt and acknowledgement interchange. The change will allow SBSS to perpetuate selected item record (NSN) data and serialized control numbers/unique item identifiers (UII) in the 940R Material Release transaction. Revises Chapters 2, Preparation and Submission of Requisitions, Modifiers, Cancellations, and Follow-ups, 19, Unique Item Tracking. | 0 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 316B | 6/26/2009 | **New Distribution Code (111) for the Retail Transportation and Supply Receipt and Acknowledgement Interchange for the 940R and 945A.** This change clearly identifies the transaction used for the Retail Transportation and Supply Receipt and Acknowledgement Interchange. The distribution code "1" has been replaced by the new code "111". Revises Chapters 2, Preparation and Submission of Requisitions, Modifiers, Cancellations, and Follow-ups, 3, Requisition Processing and Related Actions, 4, Status, and Appendixes 2.1, Document Identifier Codes, 2.12, Distribution Codes, 2.16, Status Codes, and 3.10, Supply Status. | 0 |
| 317 | 2/17/2009 | **Revised Business Rules for Transshipper-Prepared.** This change establishes new procedures associated with SDR reporting discrepancies discovered while the shipment is in-transit. It authorizes two new SDR action codes to distinguish between SDRs requiring expedited response to resolve frustrated freight problems and those requiring no response, but which may be used by the action activity to correct shipping/packaging errors, recoup money from noncompliant vendors, and identify trends. A time standard of 5 days is established for those SDRs requesting expedited response. The change authorizes special routing rules for DLA-directed shipments (for both the ICP and the Distribution Depot). The change will support use of DoD WebSDR for direct input by aerial ports by adopting a process similar to that currently used by the consolidation and containerization point (CCP). | 0 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 324 | 6/24/2009 | **DLMS Procedures for Materiel Returns from National Inventory Management Strategy (NIMS) Sites and Industrial Sites under Base Realignment and Closure (BRAC).** This change documents procedures for materiel returns to DLA as partially implemented under the national inventory management strategy (NIMS) and as planned in support of the 2005 Base Realignment and Closure (BRAC) decision. The change addresses communications among customers, the distribution depot, and the DLA ICP, along with establishing new procedures for authorizing and processing customer credit. Finalization of the returns procedures required recurring DLMSO interaction with the BRAC team to achieve correct business rules and documentation of these rules in the applicable DoD manuals. Revises MILSTRIP Chapter 9, Material Returns Program (MRP) and Lateral Redistribution of Retail Assets. | 0 |
| 328 | 7/28/2009 | **"Off-Line" Requisition Processing: Internet Ordering Application Request for Component Verification of Funds Availability and Recording of the Financial Obligation.** This change requests an interface be established between the various internet ordering applications and the applicable Component financial application, so that fund availability can be checked before allowing the requisition to be processed, and, as a separate, subsequent action, establish the associated obligation within the applicable financial system. Revises MILSTRIP Chapter 2, Preparation and Submission of Requisitions, Cancellations, and Follow-ups, as well as, AP2. 1, Document Identifier Code. | 0 |
| 332 | 7/8/2009 | **Intra-Navy Exchange Price Billing for Depot Level Repairable.** The purpose of this change is to map the Navy's current billing transactions for depot level reparables (DLRs) under the Navy Carcass Tracking program to the DLMS Supplement 810L, Logistics Bill. This change will support the Navy migration to DLMS, and will support mapping in a mixed DLMS/MILS environment. Revision to DLMS Supplement (DS) 810L, Logistics Bill. | 0 |
| 338 | 9/28/2009 | **New Advice Code for Surge Requirements of Mission Support Material (MSM) under Navy Base Realignment and Closure (BRAC) Inventory Management and Stock Positioning (IMSP).** This change was replaced in its entirety by ADC 338A. | 0 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 338A | 8/24/2010 | **New Advice Code for Surge Requirements of Mission Support Material (MSM) under Navy BRAC Inventory Management and Stock Positioning (IMSP).** This change republishes ADC 338 to replace the previously assigned advice code with a new management code for use on DLMS transactions associated with requisitioning to identify surge requirements for Mission Support Material (MSM) under DLA-Navy BRAC IMSP. Revises AP2.15 as well as the DLMS Data Dictionary and corresponding MILSTRAP appendix. | 0 |
| 379 | 6/15/2010 | **New and Revised Supply Status Procedures to Support "Virtual Receipt" and Requisition Alert Processes under Navy BRAC SS&D/IMSP.** This change created the new supply status for arrival and delivery supplements MILSTRIP requirements for materiel release confirmation (DLMS 945A) and shipment status (DLMS 856S) when directed release is triggered by a materiel release order (DLMS 940R) in support of BRAC. This change also establishes (2) Supply and shipment status provided on requisition alerts to the Navy Shipyard (NSY) or Fleet Readiness Center (FRC) sites as the order is updated in EBS. This includes revising existing status code definitions to accommodate the new requisition alert process. Revises AP2.16, Supply Status Codes. | 0 |
| 379A | 5/4/2012 | **Revised Supply Status Procedures to Support "Virtual Receipt" and Requisition Alert Processes under Navy BRAC SS&D/IMSP – Intermediate Supply Status.** This change enhances procedures implemented under ADC 379 (Reference 3.a.) to include additional supply status requirements to Navy BRAC SS&D sites. The new supply status procedures will provide greater visibility to the Naval Shipyard (NSY) or Fleet Readiness Center (FRC) in response to Navy requisition alert transactions (Reference 3.b.) in three situations: Pre-shipment Notification, Pre-protection Notification, and Mission Support Materiel (MSM) Allocation Notification. | 0 |

| ADC Number | Date | Change Description | Version |
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| 379B | 4/8/2013 | **Revised Supply Status Procedures to Support Requisition and Requisition Alert Processes under Navy BRAC SS&D/IMSP – Intermediate Supply Status.** This change enhances procedures implemented under ADC 379 to update supply status requirements to provide notification to Navy Base Realignment and Closure (BRAC) Retail Supply Storage and Distribution (SS&D)/Inventory Management and Stock Positioning (IMSP) sites when materiel requisitioned by DLA (on behalf of the Navy) from another Service/Agency source of supply (SoS) has been processed for shipment. This change updates the narrative for existing supply status codes to provide more explicit explanation of their usage. This change supplements and modifies ADC 379/379A procedures; it does not replace prior ADCs. Revises Appendix 2.16, Status Codes. | 3 |
| 384A | 4/7/2011 | **Special Programs for Non-DoD/Non-Federal Agency Requisitioners; Additions in Support of DLA Disposition Services Under Reutilization Business Integration (RBI).** This change amends ADC 384 to establish Defense Logistics Management Standards (DLMS) procedures for additional Special Programs in support of DLA Reutilization Business Integration, where the requisitioner is neither a Federal Agency nor a DoD entity. This change establishes DoDAAC series to clearly identify such programs. Chapter 2, Preparation and Submission of Requisitions, Cancellations and Follow-Ups. | 0 |
| 384B | 10/7/2011 | **Special Programs for Non-DOD/Non-Federal Agency Requisitioners; Update to Section 1122 Program DODAAC Series.** This is an administrative change to amend ADC 384 to change the first position designation for Special Program Section 1122 DODAACs from "1" to "3". There are special programs where the requisitioner is neither a Federal Agency nor a DOD entity. One such program, specifically addressed by this ADC is the special program established by Section 1122 of the fiscal year 1994 National Defense Authorization Act, which established the authority for state and local governments to purchase law enforcement equipment through Federal procurement channels, provided that the equipment is used in the performance of counter-drug, homeland security, and emergency response activities. There are no changes to the Manual. | 0 |

| ADC Number | Date | Change Description | Version |
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| 387 | 7/2/2010 | **DLMS Enhancement: DLMS Supplement 846A Asset Reclassification Transaction and Associated Procedures, and Administrative Update to DS 947I Inventory Adjustment.** This change expands capability of the 846A DLMS transaction, notes and procedures. Revises MILSTRIP AP2.15, Advice Codes. | 0 |
| 389 | 8/3/2010 | **Inventory Control Point /Integrated Item Manager (ICP/IMM)-Directed Shipments of Non-Requisitioned Government Furnished Materiel (GFM).** This proposed change documents an alternative process for providing GFM to contractors without initializing the requirement via a requisition. Under this process materiel is "pushed" from the supply system rather than the "pulled" per current MILSTRIP procedures. The ICP/IMM provides GFM to the contractor based upon the terms which establishes a list of raw materiel/component parts needed to manufacture the end item, and which will be provided by the Government without separate charge to the contractor. Revises Chapter 11, Contractor Access to Government Supply Sources. | 0 |
| 395 | 9/1/2010 | **Request for New Transportation Activity Processing Supply Status Code.** This change uses supply status code BX that enables the transportation activity to report a more detailed supply status in response to a follow-up inquiry from supply. The status code "BX" provides transportation with a more descriptive status message back to supply, to report that the item for shipment has not yet arrived at the transportation activity for in-check. Revises MILSTRIP AP2.13, Requisition Transaction Status Codes. | 0 |
| 397 | 10/26/2010 | **Deletion of the Passive RFID Reader ID Number from the Reader Registration Table.** This change deletes the requirement for reporting the pRFID Reader ID Number in the XML Reader Registration transaction. Revision to Chapter 3. | 0 |

| ADC Number | Date | Change Description | Version |
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| 399 | 3/18/2011 | **Automated Data Capture for Serialized Item Shipments and Preparation of the Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2) Continuation Page.** This change provides enhanced procedures in support automated data capture and establishes a mandatory continuation page for DD form 1348-1A or 1348-2. Additionally, this change removes use of Automated Packaging List (APL) in association with MILSTRIP. Revises MILSTRIP, Chapter 5, Release and Receipt of Materiel, Chapter 6, Security Assistance Program, AP1.1, Forms and Messages, deletes text in AP1.1.7 and insert new AP1.1.9. Also modifies AP1.35, Issue Release/Receipt Document (IRRD), AP1.36, Continuation Page, AP1.30, APL, AP3.48, Materiel Release Document, AP3.49, transfer to DLA Distribution Services on DD Form 1348-1a or DD Form 1348-2. | 0 |
| 399A | 1/30/2013 | **Automated Data Capture for Serialized Item Shipments and Preparation of the Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2) Continuation Page.** This addendum requires that unique item identifiers (UIIs) and serial numbers identified in support of DOD policy for the application of IUID in supply business processes be encoded and linked together, when they are machine readable and readily available, or when retrievable from the system generating the form. Additional capability is provided to include batch/lot numbers in association with the UII and/or serial number. This addendum clarifies Code 39 linear bar code data format requirements and updates terminology including references to the PDF417 2D bar code (vice 2D symbol) and "DOD policy for application of IUID in supply processes" (vice serialized item management). Revises MILSTRIP Table of Contents, Chapter 5, Release and Receipt of Materiel, AP1, Forms/Message Formats Index, AP1.1, Forms/Message Formats (Introduction), AP1.6, DD FORM 1348-6, Single Line Item Requisition System Document (Manual-Long Form, AP1.35, Issue Release/Receipt Document (IRRD) (DD Form 1348-1A) With Code 39 (Three of Nine) Bar Codes and PDF417 Two-Dimensional (2D) Bar Code, AP1.36, Issue Release/Receipt Document (IRRD)(DD Form 1348-1A or DD Form 1348-2) Continuation Page, AP3.48, Materiel Release Document DD Form 1348-1A or DD Form 1348-2, | 2 |

| ADC Number | Date | Change Description | Version |
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| | | AP3.49, Transfers to DLA Disposition Services Field Office on 1348-1A or DD Form 1348-2 (Single Line-Item Turn-Ins). Delete MIL STD 1189B from the MILSTRIP References. | |
| 400 | 4/17/2012 | **Elimination of the DLMS-MILSTRAP Logistics Asset Support Estimate (LASE) Process no Longer Required by the DOD Components.** This change eliminates the DLMS-MILSTRAP LASE process as recommended by the DOD Components after staffing two separate PDCs from DLA and Army (DLA PDC 301 and Army PDC 400). The PDCs documented that DLA and Army were not implementing LASE in their respective enterprise resource planning (ERP) systems: DLA Enterprise Business System (EBS) and Army Logistics Modernization Program (LMP). The remaining DOD Components agreed to DLA and Army's elimination of the LASE process. In response to the PDCs, Navy and Air Force stated they would not implement LASE in their ERPs, and Marine Corps also concurred with the elimination of LASE. Revises MILSTRIP AP 2.16, Status Codes. | 0 |
| 416 | 10/25/2011 | **Hazardous Material/Hazardous Waste (HM/HW) Profile Transaction, DLMS 996H, in Support of Reutilization Business Integration (RBI)** This change established an interface through DLA Transactions Services to electronically convey Hazardous Material/Hazardous Waste (HM/HW) Profile Sheet (HWPS) and shipment status information for shipments to DLA Disposition Service Field Offices. The interchange will accommodate the existing Generator Communication (GenComm) Standard v5.0 in either pipe-delimited (see enclosure 1) or XML schema (see enclosure 2) transaction formats from either GenComm or the individual Component generator systems. Revises AP3.49, Transfers to Defense Reutilization and Marketing Office on DD Form 1348-1A or DD Form 1348-2 (Single Item Turn-Ins), Block 27. | 0 |
| 418 | 4/6/2011 | **Advice Code 2W for Free Issue.** This change authorizes Navy and Marine Corps use of Advice Code 2W when requisitioning on a free fill or kill basis where the requisition is satisfied through Navy-owned residual end-use assets managed under Navy ERP. Supports use of AP2.15, Advice Codes. | 0 |

| ADC Number | Date | Change Description | Version |
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| 426 | 5/10/2011 | **Intra-Navy DLMS 511R, Requisition, Inclusion of Requested Storage Activity.** This change documents changes to DLMS 511R / Document Identifier Code A0_, to allow for the identification of the desired storage activity from which a requisitioned item is to be supplied. This change will be adopted as an intra-Navy DLMS enhancement in support of organic maintenance requisitioning procedures. Revises AP3.2, Requisition. | 0 |
| 427 | 11/28/2011 | This ADC was superseded by ADC 427A Approved on October 2, 2012. | 0 |
| 427A | 10/3/2012 | **Requisition Document Number Date Edit.** This change implements a permanent DAAS edit to check for an appropriate ordinal date in requisitions prior to forwarding to the source of supply. Comparable edits are authorized within source of supply requisition processing. This change replaces ADC 427 in its entirety; it retains all information previously published, additional exclusion values, and clarification of the implementation timeline. Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations, and Follow-ups, Chapter 3, Requisition Processing and Related Actions and AP2.16 Status Codes. | 2 |
| 428 | 5/23/2011 | **Special Program Section 1122 DoDAACs Changed from "1" Series to "3" Series.** This change modifies initial guidance in ADC 384, which assigned Service Code “I” to Missile Defense Agency. Since the alpha “I” is very similar to the numeric “1” assigned to Section 1122 Program DoDAACs, this change has been made to avoid possible confusion in human readable form. Revises AP2.2, Service and Agency Codes. | 0 |

| ADC Number | Date | Change Description | Version |
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| 428A | 6/9/2011 | **Support to Missile Defense Agency (MDA) as a Foreign Military Sales (FMS) Implementing Agency (IA) and Assignment of New Service and Agency (S/A) Code "I".** This addendum is provided to make administrative corrections to the approved change documentation and document additional requirements for new distribution code and fund codes to support Missile Defense Agency (MDA) as an Implementing Agency (IA). MDA will establish an ILCO, which will be responsible for entering and maintaining MAPACs in the MAPAD, as required, for use with requisitions submitted with Service/Agency Code "I"-based document numbers. Additionally, MDA will be responsible for updates to the Fund Code Table to support Interfund billing as applicable. Revises AP2.2, Type of Physical Inventory/Transaction History Codes. | 0 |
| 436 | 8/4/2011 | **Administrative Revisions to DLMS Supplements to Remove Obsolete Routing Identifier Code (RIC) "Streamline" Notes and Update MILSTRIP/DLMS Documentation Associated with RICs.** This change updates the RIC field note in the DLMS to remove obsolete references to future streamlining, and the RIC assignment rules to reflect Washington Headquarter Service (WHS) is now responsible for update of "Other DoD DoDAACs (H series)". Revises AP2.3, Routing Identifier Codes. | 0 |
| 437 | 9/26/2011 | **Additional Data Element Requirements for the Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2) Continuation Page Supporting Reutilization Business Integration.** This change adds the following categories of instructions to Block 27 (and its continuation page or in available white space on the paper that the form is printed, if needed) of the DD 1348-1A or DD 1348-2 to support issue of DLA Disposition Services property. Revises AP3.49, Transfers to DLA Disposition Services DD Form 1348-1A or DD Form 1348-2 (Single Line-Item Turn-Ins) Block 27 and replaces the sample continuation page in AP1.36, Issue Receipt Document (IRRD). | 0 |

| ADC Number | Date | Change Description | Version |
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| 437 | 11/4/2011 | **Correction to DOD 4000.25-1-M, Appendixes 3.48 and 3.49.** This change reverses the ADC 437 changes erroneously applied to DOD 4000.25-1-M, Appendix 3.49, and applies approved ADC 437 changes to DOD 4000.25-1-M, Appendix 3.48. Revises AP3.49, Transfers to DLA Disposition Services DD Form 1348-1A or DD Form 1348-2 (Single Line-Item Turn-Ins), and AP3.48, Material Release Document DD Form 1348-1A or DD Form 1348-2. | 0 |
| 440 | 7/19/2011 | **Change to DoDAAC Authority Code Assignment Process.** This change is to require the user to make a decision about which Authority Code to assign when creating a new DoDAAC vice defaulting to Authority Code “00”. Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups. | 0 |
| 441 | 8/22/2011 | **Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits.** This change proposes that DLA Transaction Services split large quantities for ammunition communicated via DLMS Transaction into two legacy 80-record position transactions without creating or changing the suffix code. The split into separate transactions is necessary because the legacy format restricts the allowable field length for quantities and does not accommodate residual quantities when using the “M” quantity multiplier described above. The Defense Automatic Addressing System (DAAS) conversion split from a single DLMS transaction into two separate 80-record position legacy transactions will result in the maximum allowable quantity on the first transaction and the residual quantity on the subsequent transaction produced with like document number/suffix. Revises Chapter 4, Status, and AP3.10, Supply Status, AP3.19, Shipment Status, AP2.6, Unit of Issue and Quantity, AP3.1, Formats, AP3.12, Materiel Release Order/Follow-Up for Materiel Release Order/Lateral Redistribution Order, AP3.2, Requisition, and AP3.14, Materiel Release Confirmation. | 0 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 441A | 1/23/2012 | **Approved Addendum to Approved Defense Logistics Management System (DLMS) Change 441A, Clarification to Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits.** (This document must be used in conjunction with the original ADC 441.) Revises Chapter 4, Status, Appendix AP3.10, and Appendix 3.19. | 0 |
| 448 | 9/21/2011 | **Implementation of International Organization for Standardization (ISO) 3166-1 Codes for the Identification of Countries and their Subdivisions.** This change implements DoD policy within the DLMS to transition to the use the International Organization for Standardization (ISO) 3166-1, "Codes for the representation of names of countries and their subdivisions – Part 1: Country Codes" by September 30, 2012, in accordance with References 3.a and 3.b. ISO 3166-1 contains two alphabetic code lists: digraph (two characters) and tri-graph (three characters). Also approves a related enhancement to use country short names in DoDAAD and MAPAD last address line in lieu of country codes to meet the ISO and United States Post Office (USPS) postal addressing rules. Revises AP2.8, Security Cooperation Customer Codes, Chapter 6, Security Assistance Program, as well as, Chapter 7, Validation of Material Obligation. | 0 |
| 448B | 10/2/2012 | **Delayed implementation for International Organization for Standardization (ISO) 3166-1 Codes for the Identification of Countries and their Subdivisions.** (Replaces ADC 448A in entirety) Due to the delayed implementation for ISO 3166-1 country code standard, this administrative ADC updates related DLMS documentation to restore the name change for Country & Activity codes (Logistics Qualifier 85/85*) and to remove the previously published "September 30, 2012" implementation date established under ADC 448. Revises LOGDRMS (Qualifiers 85/*85), MILSTRIP Definitions; MILSTRIP Chapter 6, Security Assistance Program, Chapter 7, Validation of Material Obligation, AP2 Index, AP2.18 Country and Activity Codes, AP 3.3 Security Assistance Program Requisition, AP3.30, FMS Notice of Availability Key Document. | 2 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 450 | 2/14/2012 | **Elimination of the DLMS Request for Implementation Date Procedures for Component System Changes.** The RFID letter/process, as currently published in the DOD 4000.25 family of manuals is eliminated. Implementation dates will be requested at the time of issuance of the PDC. The revised procedure will incorporate the request for and negotiation of an agreement upon implementation dates embedded in the PDC/ADC process. | 0 |
| 451 | 11/7/2011 | **Elimination of DD Form 173/2 for Message Transmission of MILSTRIP Transactions and Updated Procedures associated with DLA Transaction Services Document Mailing.** Revised Chapter 1, General Information, Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations, and Follow-ups, Chapter 9, Materials Returns Program (MRP) and Lateral Redistribution of Retail Assets, AP1, Forms/Message Formats Index, AP2.4, Media and Status Codes, AP1.8, MILSTRIP Requisition Message, AP1.9, MILSTRIP Message Follow-up, AP1.10, MILSTRIP Message Supply Assistance Request, AP1.11, Abbreviated MILSTRIP Message Supply Status, AP1.12, abbreviated MILSTRIP Message Shipment Status, AP1.13, MILSTRIP Part Number/Non-NSN Message Requisition, AP1.15, Message Request for Special Material Obligation Validation, AP1.16, Message Reply to Special Material Obligation Validation, AP1.22, Abbreviated Message Asset Report, Etc. (Material Returns Program), and AP1.23, Mass or Universal Cancellation Message. | 0 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 453 | 12/9/2011 | **Component Turn-In Documentation, Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2), Supporting Disposition Services.** This ADC addresses DD Form 1348-1A (or DD Form 1348-2) requirements for DOD Components that are turning in property to DLA Disposition Services to clarify funding information required for reimbursement of scrap proceeds or obligation for Hazardous Waste (HW) disposal cost. Additionally, changes are needed to reduce the number of paper copies required at time of turn-in and also to expedite automated turn-in processing where Component systems provide computer generated DD Form 1348-1A (or DD Form 1348-2) documents that have all required information. Revises MILSTRIP AP3.49, Transfers to DLA Disposition Services Field Office on DD Form 1348-1A or DD Form 1348-2 (Single Line item Turn-Ins), as well as, Chapter 5, Release and Receipt of Material. | 0 |
| 455 | 2/7/2012 | ****ADC 455 was replaced in entirety by ADC455A. Refer to ADC 455A**** **Revisions to Procedures and Supply Status (DLMS 870S/Document Identifier Code (DIC) AE_) from DLA Disposition Services under Reutilization Business Integration (RBI).** This change allows MILSTRIP requisitions for DLA Disposition Services NSN property to be prepared and submitted external to the DLA Disposition Services' RTD Web (via the customer's own supply system). These requisitions will be forwarded by DLA Transaction Services to the RTD Web for processing. When a DTID Number is not cited on the requisition transaction, the RTD Web will determine the applicable DTID Number(s) necessary to fill the requisition. This is required because DLA Disposition Services property is managed by NSN/DTID Number. Revises MILSTRIP Appendix, AP2.16, Status Codes. | 0 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 455A | 2/7/2011 | **Revisions to Procedures and Supply Status (DLMS 870S/Document Identifier Code (DIC) AE_) from DLA Disposition Services under Reutilization Business Integration (RBI).** MILSTRIP requisitions for DLA Disposition Services NSN property may be prepared and submitted external to the DLA Disposition Services' RTD Web (via the customer's own supply system). These requisitions will be forwarded by DLA Transaction Services to the RTD Web for processing. When a DTID Number is not cited on the requisition transaction, the RTD Web will determine the applicable DTID Number(s) necessary to fill the requisition. This is required because DLA Disposition Services property is managed by NSN/DTID Number. Revises MILSTRIP Appendix, AP2.16, Status Codes. | 0 |
| 464 | 3/02/2012 | **Intransit Control System (ICS), Shipment Status (DLMS 856S/Document Identifier Code (DIC) AS3), and Disposal Shipment Confirmation Follow-up (DLMS 940R/ DIC AFX/AFZ) under Reutilization Business Integration (RBI).** This change adds a new shipment hold code for receipt in place and establishes new utilization code to recognize turn-ins processed outside the Service's supply system when ICS follow-up procedures are required. Revises Chapter 3, AP1.33, and AP2.17. | 0 |
| 466 | 3/28/2012 | **Revisions to Procedures and DLMS 511R, Requisition, to Support Requisitioning from DLA Disposition Services under RBI.** This ADC describes the new processing rules for DOD requisitions submitted to DLA Disposition Services from within the Components' supply system (via MILSTRIP legacy or DLMS format). [Use of the controlling document number suffix code as described above to provide separate transactions for each DTID is not consistent with MILSTRIP suffixing to identify split shipments. However, the DLA Disposition Services requires accountability down to the DTID level and only supports a single occurrence of the DTID for each document number. The use of suffix codes in the manner described above will leverage existing Component legacy system processing to recognize and recognize/retain suffix codes provided via supply status and will simultaneously create the one-to-one relationship necessary. Revision to MILSTRIP AP3.2. | 0 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 473A | 11/21/2012 | **DLMS Revisions to Add the Associated Purchase Order (PO) Number (Supports DLA Interface with the Exchange, Navy Exchange Service Command (NEXCOM), and Marine Corps Exchange (MCX) Non-Appropriated Funds (NAF) Activities, and Non-DOD Customers) ADC 473 (Reference 3.c.) updated DLMS transactions to support the Exchange (the Army and Air Force Exchange Service).** This change allows the Exchange and NEXCOM customer orders to include an internal PO number in the DLMS requisition transaction. DLA will then perpetuate the PO number through shipping and billing functions. Revises Appendices 1.1, Forms/Message Formats (Introduction), and 3.48, Materiel Release Document DD Form 1348-1A or DD Form 1348-2. | 2 |
| 477 | 3/8/2011 | **Component Performing Procurement/Contracting for another Component Involving Government Furnished Property (GFP).** Procedures were revised to clarify that when one Component is performing the procurement/contracting service for another Component, the Component providing the procurement/contracting service and the Component requesting the contract shall coordinate efforts to ensure that the requesting Component's MCA has access to the necessary contract and applicable contract modification information to perform its management control and accountability functions over Government supply system materiel access. This change is for clarification only; no system changes or MCA management control functions/process, transaction format or transaction flow changes are needed. | 0 |
| 478 | 2/23/2012 | **Revision to Project Code Procedures Authorizing 3H-Series Project Codes for Assignment by the Joint Material Priorities Allocation Board (JMPAB).** This change adds 3-Hotel-(Alpha) to the existing 3-Juliet-(Alpha) series project codes for the Joint Materiel Priorities and Allocation Board (JMPAB) use. This change also reflects administrative updates/clarification of project code procedures, including procedures for dissemination of CJCS-assigned project codes. Revises MILSTRIP, AP2.13, Project Codes. | 0 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 486 | 3/28/2012 | **Administrative Change to Delete Document Identifier Codes QD1/QR1 Routing Identifier Code Interrogation Request/Response Transactions.** This change deleted all references to the legacy DIC QD1 and QR1 transactions and associated business rules and processes and advises the using community to make all RIC inquiries via the DLA Transaction Services Portal, using the eDAASINQ application. Revises MILSTRIP AP2.3, Routing Identifier Codes. | 0 |
| 1006 | 7/12/2012 | **Exception Processing for DLA Contractor Furnished Materiel (CFM) Requisition.** This change documents an exception/deviation to the current requirements under MILSTRIP procedures for contractor access to Government supply sources. It establishes an automated DLA Transaction Services Defense Automatic Addressing System (DAAS) edit/interface to provide management control activity (MCA) validation for requisitions submitted by DLA contractors for contractor-furnished materiel (CFM). Revises Chapter 11, Contractor Access to Government Sources of Supply. | 1 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1009A | 8/6/2014 | **DLMS Enhancements for Requisitioning to Improve Use of Mark-for Addressing, Expand Authorized Priority Designator Validation, Correct EMALL Purchase/Credit Card Format Rules, and Require Distribution of Status for Requisitions associated with Purchase/Credit Card Payment.** This change establishes revised procedures for formatting the DLMS requisition transactions with impact to multiple functional processes. It also eliminates authorization for the DLA Transaction Services Defense Automatic Addressing System (DAAS) to block transmission of supply and shipment status in response to requisitions originated in DOD EMALL that use purchase card/credit card payment. Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups, and Chapter 5, Release and Receipt of Materiel. Revises Appendix 1.1, Forms/Message Formats Introduction; Appendix 1.35, Issue Release/Receipt Document (IRRD) (1348-1A) With Three of Nine Bar Coding and Two-Dimensional (PDF-417) Symbol; Appendix 2.10, Signal Codes; Appendix 2.14, Priority Designators, Standard and Required Delivery Dates; Appendix 2.16, Status Codes; and Appendix 3.48, Materiel Release Document DD Form 1348-1A or DD Form 1348-2. | 5 |
| 1011 | 8/13/2012 | **Routing Identifier Code (RIC) Format Rule for Defense Contract Management Activity (DCMA).** This change modifies business rules for Routing Identifier Code (RIC) assignment for the purpose of establishing a business rule supporting a machine-readable method of distinguishing between RICs representing Defense Logistics Agency (DLA) and those representing Defense Contract Management Agency (DCMA) activities. Revises Appendix 2.2, Service and Agency Codes, and 2.3, Routing Identifier Codes. | 1 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1014 | 8/17/2012 | **Revised Procedures for Inclusion of Contract Data in Transactions Associated with Government Furnished Property (GFP) and Management Control Activity (MCA) Validation of Contractor Furnished Materiel (CFM) Requisitions.** This change updates DLMS procedures and multiple DLMS transactions to enhance the visibility of GFP through associated logistics transactions. It perpetuates the DFARS contract number through the requisitioning and MCA validation processing and establishes a mandatory requirement for inclusion of the applicable GFP contract number in relevant requisitions, redistribution/materiel release orders, and shipment status, thereby providing capability to monitor GFP through enterprise visibility/accountability program. Revises Chapter 11, Contractor Access to Government Sources of Supply, Appendices 1.1, Forms/Message Formats Introduction, 3.2, Requisition, 3.23, Passing Order, 3.24, Referral Order/Lateral Redistribution Order for Retail Assets, and 3.48, Materiel Release Document DD Form 1348-1A or DD Form 1348-2. | 1 |
| 1014A | 11/5/2013 | **Revised Procedures for Inclusion of Government-Furnished Property (GFP)/Contractor-Acquired Property (CAP) Contract Data – Updated Mapping for Concurrent Identification of the Manufacturing Directive Number (MDN) and the Contract Line Item Number (CLIN) (Supply and Contract Administration).** Supplements the procedures authorized in ADC 1014 to further enhance the visibility of Government Furnished Materiel (GFM) and CAP in associated logistics transactions. GFM is that portion of GFP that can be obtained under MILSTRIP procedures; CFM refers to that portion of CAP that can be obtained under MILSTRIP requisitioning procedures. Under ADC 1014, DLMS transactions are able to support the inclusion of the authorizing contract number, call or order number, and either the CLIN or MDN. Allows for simultaneous identification of the CLIN and the MDN when both are applicable and required by the authorizing Service/Agency and optional validation of the CLIN. All other aspects of ADC 1014 are unchanged. Revises Appendix 2.15, Advice Codes, and Appendix 2.16, Status Codes. | 4 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1017 | 9/18/2012 | **Intra-DLA Change: Revisions to Procedures and to DLMS 527R Receipt and 947I Inventory Adjustment, and MILSTRIP to Support the Upgrade from Scrap Process used by DLA Disposition Services under Reutilization Business Integration (RBI).** Updates DLMS 527R and 947I to accommodate upgrading of an item from scrap for items already receipted as, or downgraded to, scrap that are later identified as useable items. The upgrade from scrap process in the DLA Disposition Services Field Office system is initiated by indicating specific warehouse location and entering the Local Stock Number (LSN). Revises Appendix 2.7, Document Number (utilization codes). | 2 |
| 1020 | 11/2/2013 | **Inter-Service Ownership Transfer of Ammunition/Ammunition Related Materiel.** Documents procedures for the ownership change of Single Manager for Conventional Ammunition (SCMA) managed and non-SMCA managed materiel ammunition and ammunition-related items only, where there is no shipment or billing associated with the ownership change. Revises Chapter 3, Requisition Processing and Related Actions, Appendices 2.2, Service/Agency Codes, 2.9, Supplementary Address, 2.10, Signal Codes, 2.13, Project Codes, and 3.24 Referral Order/Lateral Redistribution Order for Retail Assets. | 2 |
| 1023 | 9/6/2012 | **MILSTRIP References to Requisitioning from Plant Clearance Automated Reutilization Screening System (PCARSS).** Removes placeholders for data elements intended as DLMS enhancements to support transactional requisitioning from PCARSS using DLMS requisitioning transactions. DLMS requisitioning from PCARSS is not currently identified as a PCARSS modernization goal. Updates MILSTRIP to remove the specific code value assigned for requisitions applicable to screening via Contractor Inventory Redistribution System. Revises Chapter 2, Preparation and Submission of Requisitions, Cancellations, and Follow-ups, and MILSTRIP AP2.7, Document Number (utilization codes). | 2 |
| 1029 | 8/14/2012 | **Establish New MILSTRIP Authorized Value for First Position of Requisition Document Number Serial Number and DLMS Utilization Code H for Military Sealift Command (MSC).** Revises Appendix 2.7. (Withdrawal of ADC 1029 dated September 4, 2012.) | 1 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1031 | 4/5/2013 | **Foreign Military Sales (FMS) Repair Value.** This change requires shipping activities preparing the DD 1348-1A, Issue Release/Receipt Document (IRRD) or DD Form 1348-2, Issue Release/Receipt Document with Address Label, to print the repair service value on the shipment document for FMS shipments associated with a "repair and return" or "return and replace" program. To facilitate this requirement for materiel stored in a DLA Distribution Depot or other storage activity, the repair service value is added to the DLMS materiel release order (MRO) transaction so it will be available at the time the shipment document is printed. The repair value will be incorporated in the 2D bar code on the IRRD. For enhanced visibility of the repair value by the FMS customer, the supply status transaction is also updated. Revises Chapter 6, Security Assistance Program and Appendices 1.1, Forms/Message Formats, 1.35, Issue Release/Receipt Document (DD Form 1348a), and 3.48. Materiel Release Document DD Form 1348-1A or DD Form 1348-2. | 3 |
| 1032 | 1/31/2013 | **Assignment of Numeric Routing Identifier Codes (RIC).** This change allows numeric values to be used in the first position of the RIC. Revises MILSTRIP AP2.2, Service and Agency Codes. | 2 |
| 1032 | 4/8/2014 | **Withdrawal of Assignment of Numeric Routing Identifier Codes (RIC).** Withdraws the change to allow the use of a numeric value in addition to existing alphabetic values identifying the Service and Agency as identified in the first position of the RIC. Withdrawn April 8, 2014. Revises MILSTRIP AP2.2, Service and Agency Codes. | 5 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1043 | 9/18/2013 | **DLMS Revisions for Department of Defense (DOD) Standard Line of Accounting (SLOA)/Accounting Classification (Finance/Supply).** This change adds discrete SLOA/Accounting Classification data elements to logistics transactions with financial implications to implement SLOA within DLMS. This is the first in a series of anticipated DLMS changes to accommodate SLOA requirements in logistics domain processes. This change also modifies X12 FA1 segment Qualifier DF for clarification. Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups, Chapter 7, Validation of Materiel Obligation, Chapter 9, Materiel Returns Programs (MRP) and Lateral Redistribution of Retail Assets, Appendix 2.16, Status Codes, and the Acronyms list. | 4 |
| 1043A | 8/20/2014 | **Revised Procedures for Department of Defense (DOD) Standard Line of Accounting (SLOA)/Accounting Classification to Support Transaction Rejection Requirements.** Amends ADC 1043 guidance regarding rejection transactions returned when DLMS transactions include discrete SLOA data elements that do not correspond to the entries in the SFIS Fund Code to Fund Code Account Conversion Table for the Fund Code in the transaction. Revises Appendix 2.16, Status Codes. | 5 |
| 1043E | 10/05/2015 | **Invalid Fund Code Edit and Remove Suspense Account F3885.** Extends Defense Automatic Addressing System (DAAS) edits for invalid or missing fund codes to include transactions with Signal Codes A, B, J, and K and one scenario pertaining to Signal Codes C and L that had previously been omitted. Revises MILSTRIP Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups, Chapter 3, Requisition Processing and Related Actions, Chapter 7, Validation of Materiel Obligation, Chapter 9, Materiel Returns Programs (MRP) and Lateral Redistribution of Retail Assets, and Appendix 2.16, Status Codes. | 7 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1048 | 4/25/2013 | **Defense Logistics Agency (DLA) Supply Status Code for Shipped Orders.** Documents a status code that is generated by DLA for use internal to DOD EMALL and other DLA systems to denote a DLA requisition has been shipped. This code is not transmitted via supply status transaction. DLA provides Status Code SS to DOD EMALL for expanded visibility by the user community. Revises Appendix 2.16, Status Codes. | 3 |
| 1049 | 4/2/2013 | **New Supply Status Code for Backorders Awaiting Engineering Support Activity (ESA) Support and First Article Testing (FAT).** This change establishes two new supply status codes. The first new status code will be used to inform requisitioners that their order has been placed in a backorder status while the Inventory Control Point (ICP)/Integrated Materiel Manager (IMM) seeks further information from an ESA to obtain the materiel in question. A second status code will be used to notify the requisitioner of a delay while the requisitioned item is undergoing FAT. Revises Appendix 2.16, Supply Status Codes, and Appendix 3.10, Supply Status (Issues from Stock) Format. | 3 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1050 | 3/18/2013 | **New DOD EMALL DoDAAC and Supply Status Cancellation Codes for DOD EMALL Credit Card Billing.** Four new requisition supply status codes are established for cancellation status for DOD EMALL Government purchase card or corporate credit card billing. These codes will be used to identify the specified reasons the purchase/credit card was rejected (causing the order to be cancelled) back to the customer. These cancellations codes are unique to the purchase/credit card purchases made through DOD EMALL for Federal and non-Federal customers. The new status codes will be provided to EMALL and transmitted transactionally via DLA Transaction Services (for customers capable of receiving supply status transactions (MILSTRIP/DLMS 870S/Document Identifier Code AE_). Additionally, cancellation status codes will also be provided to DOD EMALL customers via e-mail. In conjunction with the transition of billing to DLA's Enterprise Business System (EBS) the DoD Activity Address Code (DoDAAC) used to recognize EMALL purchase/credit card billing will change from SP5200 to SC4210. Revises Chapter 11, Contractor Access to Government Source of Supply, and Appendix 2.16, Status Codes. | 3 |
| 1062 | 6/20/2013 | **Non-Inventory Control Point/Integrated Materiel Manager (ICP/IMM)-Directed Inter-Service Lateral Support via Retail Level Passing Order.** This change authorizes Military Service requiring activities to bypass standard ordering from the cataloged FLIS SoS and, instead, use requisition passing order transactions directed to the Global Combat Support System-Army (GCSS-Army) Supply Support Activities (SSA) to satisfy high priority, mission readiness requirements, thereby reducing lead-time for both deployed and non-deployed forces. Revises Chapter 9, Materiel Returns Program and Lateral Redistribution of Retail Assets. | 3 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1065 | 5/16/2013 | **Modification to the Required Delivery Date (RDD) Edit for Ammunition and Ammunition-Related Requisitions and Requisition Alerts under Navy Base Realignment and Closure (BRAC) Retail Supply Storage and Distribution (SS&D)/Inventory Management and Stock Positioning (IMSP).** This change provides a revision to the business rules relating to the use of the RDD on requisition alerts, requisition alert modifications, and requisition alert follow-ups to support long lead time requirements supported by DLA under approved Navy BRAC SS&D/IMSP procedures. This change includes an administrative update to clarify procedures associated with the ammunition requisition 100-day edit and expand the applicability to additional federal supply classes (FSCs) for ammunition and ammunition-related materiel. Revises Chapter 3, Requisition Processing and Related Actions. | 3 |
| 1067 | 11/20/2013 | **Update to DLMS/MILSTRIP Guidance for Status Dissemination Including Elimination of GSA Form 10050 (GSA Mailer) and Revised Media and Status Codes (Supply/MILSTRIP).** This change eliminates the use of GSA Form 10050 (GSA Mailer) used to provide MILSTRIP status to civil agency customers with no alternative method of communication. Although originally a valuable tool, in current times, the use of the GSA Mailer has proved to be ineffective for providing customers with the status of their requisitions and will be replaced with a web portal for viewing status. Upon completion of enhancements to GSA Advantage! customers will view status details via the GSA requisition status web portal. The web portal will obtain supply status using standard MILSTRIP transactions/routing. MILSTRIP/DLMS guidance for the media and status code is updated to support elimination of the GSA Mailer and to more fully document its use within the DLMS (rather than relying solely on legacy 80 record position formats). Revises Appendix 1, Forms/Message Formats Index, Appendix 1.7, GSA Form 10050, Supply/Shipment Status, and Appendix 2.4, Media And Status Codes. | 4 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1068 | 10/3/2013 | **Enhanced Procedures for Requisitioning via DOD EMALL and GSA Internet Ordering: Component Verification of Funds Availability and Materiel Identification using the Supplier-Assigned Part Number and/or Supplier Commercial and Government Entity (CAGE) Code (Supply/Finance).** Documents enhancements and expanded implementation of the procedures established under ADC 328 and employed by DOD EMALL and GSA Advantage/GSA Global for ecommerce. It modifies the requirements for a DLMS transaction exchange for funds verification request/funds verification response prior to submission of internet “off-line” orders to the Source of Supply (SoS), ensures funds availability and establishment of the financial obligation, better accommodates part number orders, and revises the transaction flow to use DLA Transaction Services as the processing hub. The reply codes passed in the Verification of Funds Availability Reply (FV2) are expanded to accommodate additional validation by the receiving system. Adds GCSS-Army and the Marine Corps Standard Accounting, Budgeting and Reporting System (SABRS) to the funds verification transaction exchange. Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups, and Appendix 2.16, Status Codes. | 4 |
| 1075 | 1/17/2014 | **Implementation of Geopolitical Entities, Names, and Codes (GENC) Standard by DoD Components for the Identification of Countries and their Subdivisions.** Notifies the PRC members of DLMS implementation for the GENC Standard and updates related DLMS documentation and database tables at DLA Transaction Services for Country Codes. The country code tables in DoDAAD and MAPAD will also be updated as a result of this change. Revises Definitions and Appendix 2.18, Security Cooperation (SC) Customer Codes. | 5 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1078 | 7/3/2013 | **Administrative Realignment of Security Assistance Procedures in DLM 4000.25, Volume 2 and DLM 4000.25-1.** This change establishes a new chapter in DLM 4000.25 DLMS Volume 2 that consolidates procedures, both DLMS enhanced and legacy, associated with Security Assistance into one location. This change administratively aligns the new DLMS chapter with its companion chapter, Chapter 6, Security Assistance Program, and aligns data element names with the Business Enterprise Architecture (BEA). Revises Chapter 6, Security Assistance Program, and revises Appendices 2.22, Cooperative Logistics Program Support Category Codes, 3.3, Security Assistance Program Requisition, 3.30, Foreign Military Sales Notice of Availability Key Document Format, as well as updates the Definitions and Table of Contents. | 3 |
| 1084 | 11/25/2015 | **New Procedures for Non-Manager Owned Suspended Stock Stored in DLA Distribution Locations.** Allows credit to be issued for non-manager owned suspended stock stored at a DLA Distribution location when a stock screening request results in identification of non-compliant materiel. Leverages existing procedures for processing of the Stock Screening Request, Storage Quality Control Report (SQCR), SDR, and Materiel Release Order (MRO) to accomplish the necessary steps to recognize, suspend, provide notification of suspected non-conforming materiel, provide credit to the materiel owner if the materiel is determined to be non-compliant, and transfer ownership to the manager. Adds new SQCR specific action codes and disposition/reply codes to the Stock Readiness Relevant Data Elements list. Revises Appendix 2.7 Document Number (utilization codes). | 7 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1091 | 1/28/2014 | **Supply Discrepancy Reports (SDRs) Requesting Replacement or Expedited Shipment.** Updates MILSTRIP and SDR guidance for reshipment of materiel in association with an SDR. This change authorizes Foreign Military Sales (FMS) customers to request a replacement shipment using SDR Action Code 1F on SDR submissions, updates the SDR guidance to clarify that customers requesting expedited transportation using SDR Action Code 1D (non-FMS customers only) are authorizing the use of premium transportation, and provides SDR and MILSTRIP guidance for processing SDRs and directing reshipment subsequent to a validated SDR.<br>Revises Chapter 3, Requisition Processing and Related Actions and 4, Status. | 5 |
| 1096 | 5/29/2014 | **Deviation from Mandatory Use of the Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2) for DLA Disposition Services Transfer of Property on a Commercial Venture (CV) Contractor Delivery Order.** Requests the option for DLA Disposition Services sites to utilize the Commercial Venture (CV) Workload Location List (WLL) in lieu of an IRRD. Revises Chapter 5, Release and Receipt of Materiel. | 5 |
| 1097 | 12/20/2013 | **Administrative Realignment of Contract Access to Government Sources of Supply Procedures in 4000.25, Volume 2 and DLM 4000.25-1 (Supply).** This change establishes a new chapter in DLM 4000.25, DLMS, Volume 2 that consolidates procedures, both DLMS enhanced and legacy, associated with contractor access to government sources of supply into one location. This change administratively aligns the new DLMS chapter with its companion chapter in DLM 4000.25-1 MILSTRIP Chapter 11. Revises Chapter 11, Contractor Access to Government Sources of Supply. | 4 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1098 | 11/7/2014 | **Updates to DD Form 1348-5 Notice of Availability (NOA) and Corresponding DLMS 856N NOA and 870N NOA Reply.** Updates the DD Form 1348-5, Notice of Availability; updates the DLMS 856N NOA and DLMS 870N NOA Reply to align with the hard copy data content of the DD Form 1348-5; establishes the foundation for a mechanized implementation for the NOA process to provide the International Logistics Control Office (ILCO) visibility; and updates procedures for ensuring timely replies to NOAs by actively engaging the ILCOs when there is no response to a follow-up NOA. Revises Chapter 6, Security Assistance Program; Appendix 1.4, DD Form 1348-5, Notice of Availability/Shipment; Appendix 3.30, AD1, ADR, AD3 Foreign Military Sales Notice of Availability Key Document; Appendix 3.31, AD2, AD4 Foreign Military Sales Notice of Availability Detail Document; Appendix 3.32, AD5 Foreign Military Sales Notice of Availability Reply Document. | 5 |
| 1099 | 15-Jun-15 | **Realignment and Revalidation of Installation Closure Procedures in DLM 4000.25, Volume 2 and DLM 4000.25-1.** This is one of a series of DLMS changes to update DLM 4000.25, Volume 2 requisitioning and issue procedures to align with the companion procedures in DLM 4000.25-1. DLM 4000.25-1, Chapter 10 outlines procedures associated with Installation Closure using legacy MILSTRIP 80 record position formats. DLM 4000.25, Volume 2, Chapter 15 outlines DLMS enhanced procedures for Installation Closure using DLMS formats (X12 Electronic Data Interchange (EDI) and eXtensible Markup Language(XML)). Revises Chapter 10 Installation Closure Procedures. | 6 |
| 1110 | 7/30/2014 | **Administrative Update to Identify Code DPC Delivery Priority Code as an Approved X12 Migration Code and Associated DLMS Documentation.** Adds a new Appendix for Delivery Priority/Special Processing Codes, updates the DLMS Data Dictionary to reflect usage of this data element across applicable DLMS ICs, and updates DLMS ICs to reflect the approved migration code DPC – Delivery Priority Code. It also applies administrative updates. Adds Appendix 2.26, Delivery Priority/Special Processing Codes. | 5 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1111 | 8/28/2014 | **Revise Procedures for Intransit Control of Materiel Turned in to DLA Disposition Services and Establish use of the DLMS 527R for a New Disposition Services Turn-In Receipt Acknowledgement (TRA) Transaction.** Revises the procedures for intransit control of materiel turned in to DLA Disposition Services and proposes use of the DLMS 527R for a new Disposition Services Turn-In Receipt Acknowledgement (TRA) transaction. A distinct DLMS 527R beginning segment transaction type code is being established. Revises Chapter 3, Requisition Processing and Related Actions. | 5 |
| 1116B | 28-Jul-15 | **DoD Activity Address Code (DoDAAC) Contract Information Fields.** Corrects and updates the contract information fields of the DoDAAD, especially as they relate to DLA's DoDAACs (S, SD, U, 2A, 2AB, 2Y, and 3B Series). MILSTRIP, Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups**.** | 6 |
| 1117 | 7/2/2014 | **DoDAAC Authority Code and Type Address Code (TAC) Rules.** Improves and refines the business rules associated with the type address codes (TAC) used in the DoDAAD and removes TAC 4. This change requires entering the specific address for the purpose for which the DoDAAC is intended to be used, based upon the DoDAAC authority code. This change is not applicable to DoDAACs already resident in the DoDAAD, but will apply to any future changes made to existing DoDAACs or when new DoDAACs are created after the implementation date of this change. Revises Chapter 2, Preparation and Submission of Requisitions, Modifiers, Cancellations and Follow-ups and Chapter 3, Requisition Processing and Related Actions. | 5 |
| 1118 | 5-Feb-15 | **Project Code Management System Procedures (Project Codes/Supply).** Establishes the initial baseline requirements for a new web-based Project Code Management System (PCMS) to be hosted at DLA Transaction Services and updates project code management procedures accordingly. Revises Appendix AP1 to add new Appendices AP1.37 and AP1.38; revises Appendix AP2.13 procedures for requesting and maintaining Category C & D project codes using the web-based PCMS application. New AP1.37 is reserved until PCMS application is implemented. | 6 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1123 | 2-Dec-15 | **Revised Procedures for Management Control Activity (MCA) Validation of Government Furnished Materiel (GFM)/Contractor Furnished Materiel (CFM) Requisitions and Contractor DoDAAC Assignment.** Establishes a requirement for MCA validation for CFM regardless of the Component sponsoring the contractor. All MCA MILSTRIP procedures applicable to GFM will be extended to CFM. Transaction Services' edits for pseudo MCA processing of DOD EMALL CFM requisitions paid via credit card will be eliminated upon Component implementation of MCA validation to mirror existing GFM procedures. Updates Appendix 2.2. Service and Agency Codes. | 7 |
| 1132 | 15-Jun-15 | **Implementation of Mass/Universal Cancellation Procedures under the DLMS and Administrative Realignment of Procedures in DLM 4000.25, Volume 2 and DLM 4000.25-1.** Implements a fully systemic solution for processing mass and universal cancellations and the associated DLMS enhancements. Establishes a new Chapter 27 in DLM 4000.25, Volume 2 that consolidates procedures, both DLMS enhanced and legacy, associated with mass and universal cancellation procedures into one location. Administratively aligns the new Volume 2, Chapter 27 with its companion chapter in DLM 4000.25-1, MILSTRIP Chapter 8. Revises Chapter 8 Mass or Universal Cancellation of Requisitions, Appendix 2.1 Data Elements and Codes Index, and Appendix 3.19 Shipment Status. | 6 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1142A | 10/21/2014 | **Update to Remove General Services Administration (GSA) from MILSTRIP Materiel Returns Program (MRP).** Formally withdraws GSA from the Materiel Returns Program (MRP) effective March 1, 2014. To support this change, GSA and DLA Transaction Services will reject all DLMS 180M Customer Asset Report (MILSTRIP legacy document identifier code (DIC) FTE/FTG) and Follow-Up for Inventory Control Point/ Integrated Materiel Manager Reply to Customer Asset Report (MILSTRIP legacy DIC FTF) transactions directed to routing identifier code (RIC) GG0, with Status Code SN indicating that customer asset reports directed to GSA are not authorized. Revises Chapter 8, Mass or Universal Cancellation of Requisitions; Chapter 9, Materiel Returns Programs (MRP) and Lateral Redistribution of Retail Assets; Chapter 10, Installation Closure Procedures; and Appendix 2.16, Status Codes. | 5 |
| 1151 | 9/14/2017 | **Update to Document Retention Periods in DLM 4000.25 Series of Manuals**. Removes references to specific record retention periods for documents/transactions, and advises the Components to retain data created as a result of DLMS business processes in accordance with the DODI 5015.02, DOD Records Management Program. Revises Chapter 3, Requisitioning and Related Actions, and Chapter 4, Status | 10 |
| 1152 | 12/8/2015 | **Approved Defense Logistics Management Standards (DLMS) Change (ADC) 1152, Authorization to Use a Suffix Code in a Redistribution Order (RDO) in Support of DLA Industrial Product-Support Vendor (IPV) Program.** Revises the DLMS 940R, Release Order, to allow the suffix code to be populated for redistribution order transactions to support DLA's IPV program. This revision is for restricted use intra-DLA. Revises Chapter 3, Requisition Processing and Related Actions and Appendix 3.25 A2_ Redistribution Order. | 7 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1156A | 11/26/18 | **DLA Disposition Services Indicators for Foreign Military Sales (FMS) Information.** Adds two new data elements to the DLMS 511R Requisition Transaction to allow DLA Disposition Services to transmit the Special Programs Hold Override Indicator and the Freeze Code. Adds a data element to the DLMS 940R Materiel Release to enable transmission of FMS costs for DLA Disposition Services and revises DLMS 856S Shipment Status to identify the FMS Security Corporation Case Designator Code.<br>Revises AP 3.48. Materiel Release Document DD Form 1348-1A or DD form 1348-2. | 12 |
| 1161 | 8/1/2016 | **Update Uniform Procurement Instrument Identifier (PIID) Numbering System in the Federal/DLMS Implementation Conventions and DLMS Manuals.** Updates Uniform Procurement Instrument Identifier (PIID) Numbering System in the Federal/DLMS Implementation Conventions and DLMS Manuals. Updates DLMS procedures to accommodate the procurement instrument identifier (PIID) numbering system as required by recent changes to the Federal Acquisition Regulation (FAR) and Defense Federal Acquisition Regulation Supplement (DFARS). All Components must comply with the PIID numbering requirements of DFARS subpart 204.16 for all new solicitations, contracts, delivery calls/orders, and agreements issued, and any amendments and modifications to those new actions. Additionally, this change provides guidance for legacy procurement instrument identification number (PIIN)/legacy call/order number during the initial transition. Revises MILSTRIP Abbreviations and Acronyms, MILSTRIP Definitions, Chapter 3, Requisition Processing and Related Actions; Chapter 4, Status; Chapter 11, Contractor Access to Government Sources of Supply; Appendix 3.2, A0_, AM_ Requisition; Appendix 3.4, A02, A0B Non-National Stock Number Requisition (Mechanical); Appendix 3.9, ACM, ACP Source of Supply Cancellation (Direct Delivery from Procurement); Appendix 3.11, AB_ Direct Delivery Notice; Appendix 3.22, AMF, AMP Document Modifier (Inventory Control Point to Procurement); Appendix 3.23, A3_ Passing Order; and Appendix 3.24, A4_ Referral Order/Lateral Redistribution Order for Retail Assets. | 8 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1169 | 4/25/2016 | **DLA Distribution Center Denial Scenarios Associated with Product Quality Deficiency Report (PQDR) Exhibits.** Approves denial scenarios when a materiel release order or disposal release order identifying a Product Quality Discrepancy Report (PQDR) exhibit cannot be shipped by the DLA Distribution Center because the specified exhibit(s) cannot be located and expands the definition of Management Code Q to explain why the denial occurred. Revises Table of Contents and Chapter 3, Requisition Processing and Related Actions. | 8 |
| 1161A | 2/23/2017 | **Update Uniform Procurement Instrument Identifier (PIID) Numbering System in the Federal/DLMS Implementation Conventions and DLMS Manuals.** Replaces ADC 1161 in its entirety and removes an incorrect business rule in position 10 of the PIID, updates the list of references to reflect approved (rather than draft) documents, and updates the implementation date to no later than March 31, 2017. There are no additional changes to the procedures or DLMS transactions identified in ADC 1161, which updated DLMS procedures to accommodate the PIID numbering system. This is a mandated change required by recent changes to the FAR and DFARs and all Components must comply with the PIID numbering requirements of DFARS subpart 204.16 for all new solicitations, contracts, delivery calls/orders, and agreements issued, and any amendments and modifications to those new actions. Additionally, this change provides guidance for legacy procurement instrument identification number (PIIN)/legacy call/order number during the initial transition. Revises Abbreviations and Acronyms, Definitions, Chapter 3 Requisition Processing and Related Actions, Chapter 4 Status, Chapter 11 Contractor Access to Government Sources, Appendices 3.2, Requisition, 3.4 Non-National Stock Number Requisition (Mechanical), 3.9 Source of Supply Cancellation (Direct Delivery From Procurement), 3.11 Direct Delivery Notice, 3.22 Document Modifier (Inventory Control Point to Procurement), 3.23 Passing Order, and 3.24 Referral Order/Lateral Redistribution Order for Retail Assets." | 9 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1175 | 7/25/2017 | **Procedures for Turn-In of Partial Small Arms/Light Weapons (SA/LW) to DLA Disposition Services and Supply Discrepancy Report (SDR) Procedures for Associated Discrepancies**. Clarifies guidance for the turn-in of partial/incomplete weapons by the weapon NSN to DLA Disposition Services for reutilization or demilitarization. Stipulates the need for a missing parts list or equivalent missing parts certification to accompany the turn-in of the serialized receiver with missing or removed parts. The turn-in activity must provide a missing parts list or annotate equivalent certification on the Issue Release/ Receipt Document (IRRD) (DD Form 1348-1A, or DD Form 1348-2), (Defense Turn-in Document (DTID)), or an attached continuation page. Revises Appendix 1.36, Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2) Continuation Page, and Appendix 3.49, Transfers to DLA Disposition Services on 1348-1a or DD Form 1348-2 (Single Line-Item Turn-Ins). | 10 |
| 1176 | 3/29/2017 | **Revised Procedures for Requisitioning under Inter-Service Maintenance Agreement (Project Codes 3AB, 3AD, 3BB) and Revised DLMS 832N Catalog Data Support for Defense Logistics Agency (DLA) support of Navy Fleet Readiness Centers (FRCs).** Revise and clarify procedures to support requisitioning under a Depot Maintenance Inter-Service Agreement (DMISA) or comparable agreement. Updates DAAS to pass (rather than route) all requisitions containing Project Codes 3AB and 3BB to the activity identified by the RIC-To. Revises MILSTRIP procedures to provide guidance specific to using these three project codes inclusive of the intended recipient or requisitions of parts needed to complete a maintenance action. Revises MILSTRIP requisition data content rules to allow use of the supply condition code by the repair agent when requisitioning for induction to maintenance. Revises Chapter 2, Preparation and Submission of Requisitions, Cancellations, and Follow-ups, Appendix 2.13, Project Codes, Category C and D Table, and Appendix 3.2, Requisition. | 9 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1177 | 12/8/2015 | **Security Cooperation Enterprise Solution (SCES) Interim State Logistics Routing Solution.** Documents the interim state routing solution that has been developed and tested by the Defense Security Assistance Development Center (DSADC) for the SCES Program, working in cooperation with Naval Supply Systems Command, Weapon System Support (NAVSUP WSS), DLMSO, and Transaction Services. Revises Chapter 6, Security Assistance Program. | 7 |
| 1206 | 7/27/2016 | **Transportation Account Code (TAC) Validation in the Retail Supply and Transportation Interchange and Creation of New Shipment Hold Code S (Supply/Transportation).** Establishes the requirement for transportation account code (TAC) validation prior to shipment of cargo by transportation as part of the retail supply and transportation interchange procedures prescribed in DLM 4000.25, Volume 3, Chapter 2. Revises Appendix 2.17, Shipment Hold Codes. | 8 |
| 1207 | 8/4/2016 | **Intra-DLA Revisions to DLMS 945A Materiel Release Confirmation and Associated Procedures to Support Relocation of Materiel between DLA Disposition Services Field Offices (Disposal).** Establishes a new shipment hold code to flag materiel frozen by the DLA Disposition Services Field Office for redistribution to another field office. This information will be conveyed in the DLMS 945A Materiel Release Confirmation (MRC) and sent to DLA Disposition Services. Deletes the unused Disposal Consolidation Number data element and its associated business processes. Revises Appendix 2.17, Shipment Hold Codes. | 8 |
| 1233 | 8/4/2016 | **Administrative Update to the Defense Logistics Manual (DLM) 4000.25 Series of Manuals Front Matter Page Numbering and Definitions for DLMS Supplement and Implementation Convention**. Revises the page numbering of the “front matter” (Foreword, Process Change History, Table of Contents, Acronyms and Abbreviations, Definitions and Terms, References) in the DLM 4000.25 series of manuals to prepend an alphabetic indicator to the page numbers in each section of the front matter. Each page number will begin with an abbreviation of that section's name. Revises the front matter of the manual. | 8 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1252 | 10/6/2017 | **Procedures for Use of the Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2), Continuation Page for Ammunition and Explosives (A&E).** Establishes a standard IRRD continuation page containing additional data elements required for A&E issue and receipt processes. Updates MILSTRIP procedures to document existing undocumented versions of the DD Form 1348-1A and DD 1348-2 currently used for the A&E issue release/receipt process. Revises Issue Release/Receipt Document (IRRD) (DD Form 1348-1A) with Code 39 (Three-Of-Nine) Bar Codes and PDF417 Two-Dimensional 2D Bar Code. Revises Chapter 5, Release And Receipt Of Materiel, Appendix 1.35 Issue Release/Receipt Document (IRRD) (DD Form 1348-1A) and Appendix 1.36 Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2) Continuation Page**.** | 10 |
| 1256 | 9/7/2017 | **Automatic Return of Unserviceable Reparable Parts Replaced During Maintenance and Associated Credit Processing.** Requires all Service maintenance activities/repair agents under an inter-Service agreement, including Depot Maintenance Inter-Service Support Agreements, to use MILSTRIP Materiel Returns Program automatic return notification procedures when returning a reparable item carcass in Supply Condition Code F (Unserviceable (Reparable)) to the owner/principal. The owner/principal and maintenance activity/repair agent must be able to use this process even when that Service does not have a Nonconsumable Item Material Support Code 5 Secondary Inventory Control Activity relationship with the owner/principal. Project Code 3HX (rather than existing Project Code 3AD) will apply when the owner/principal must provide credit to the returning maintenance activity for the automatic return of reparable component carcasses removed and replaced during maintenance.<br>Revises Chapter 9, Materiel Returns Program and Lateral Redistribution of Retail Assets, Appendix 2.1, Document Identifier Codes, and Appendix 2.13 Project Codes, Category C and D Tables**.** | 10 |

| ADC Number | Date | Change Description | Version |
|---|---|---|---|
| 1279 | 4/4/2018 | **Material Processing Center (MPC) Transshipment Status.** Establishes procedures for the DLA Distribution Standard System (DSS) to provide supply status transactions (DLMS 870S/legacy MILSTRIP Document Identifier Code (DIC) AE8 when Material Processing Centers (MPCs) transship materiel to other MPCs.<br>Revises MILSTRIP Appendix 2.16, Status Codes and Appendix 3.10, Supply Status (Issues from Stock). | 11 |
| 1280 | 12/26/18 | **Align MILSTRAP/MILSTRIP Chapter 1 "General" and MILSTRAP Chapter 2 "MILSTRAP Features" with the Defense Logistics Management Standards Manual.** Adds content from DLM 4000.25-1, MILSTRIP and DLM 4000.25-2, MILSTRAP Chapter 1 "General Information" to appropriate areas in the DLMS Manual. Also adds content from MILSTRAP Chapter 2 "MILSTRAP Features" to the DLMS Manual.<br>Revises Table of Contents | 12 |
| 1284 | 5/23/2018 | **Issue Release/Receipt Document (IRRD) PDF417, two-Dimensional (2D) Bar Code Part Number Field Length.** This is the first of multiple changes required to update the IRRD to correlate data content to the DLMS. Expands the field length in the 2D bar code for the discrete part number entry to allow a 32-character part number comparable to FLIS catalog data. Includes additional updates to clarify published guidance for the 2D bar code.<br>Revises MILSTRIP Appendix 1.35, Issue Release/Receipt Document (IRRD). | 11 |
| 1313 | 7/27/18 | **Allocation of Additional Air Force RIC Series.** Allocates the use of DoDAAD Series "J" for use in routing identifier codes (RIC) for the U.S. Air Force.<br>Revises MILSTRIP Appendix 2.2 | 12 |
| 1322A | 26-Jun-19 | **Administrative Alignment of Defense Logistics Manual (DLM) 4000.25-1 Military Standard Requisitioning and Issue Procedures (MILSTRIP) with the DLM 4000.25, Defense Logistics Management Standards Manual.** Documents removal the chapters and appendices from the MILSTRIP table of contents to reflect that all relevant parts of the MILSTRIP procedures are aligned with the DLMS Manual. This was inadvertently left out of ADC 1322<br>Revises the Table of Contents (TOC) | 13 |

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# REFERENCES[1]

References in this manual are linked to the authoritative sources from the Defense Logistics Management Standards web site pages for the following publication categories:

DoD Directives:
http://www.dla.mil/HQ/InformationOperations/DLMS/eLibrary/Manuals/directives/

DoD Instructions:
http://www.dla.mil/HQ/InformationOperations/DLMS/eLibrary/Manuals/instructions

DoD Manuals/Regulations etc.:
http://www.dla.mil/HQ/InformationOperations/DLMS/elibrary/manuals/regulations/

DoD Component Joint:
http://www.dla.mil/HQ/InformationOperations/DLMS/eLibrary/Manuals/joint

Military Standards:
http://www.dla.mil/HQ/InformationOperations/DLMS/eLibrary/Manuals/milstds

Non-DoD:
http://www.dla.mil/HQ/InformationOperations/DLMS/eLibrary/Manuals/nondod

DoD Component Regulations/Manuals etc.:
http://www.dla.mil/HQ/InformationOperations/DLMS/eLibrary/Manuals/nondod

Defense Logistics Manuals:
www.dla.mil/does/DLMS-Pubs

## Document

DoDI 4140.01 DoD Supply Chain Materiel Management Policy, December 14, 2011

Foreign Military Sales (FMS) Act of 1968

Arms Export Control Act (AECA) of 1976, as amended

DLM 4000.25, “Defense Logistics Management Standards (DLMS)” varies by volume

DTR 4500.9-R, “Defense Transportation Regulation” varies by volume

AR 55-38/NAVSUPINST 4610.33C/AFR 75-18/MCO P4610.19D/DLAR 4500.15, “Reporting of Transportation Discrepancies in Shipments”

[1] Online sources are identified when known.

DoDI 3110.5, “Material Condition Reporting for Mission-Essential Systems and Equipment,” September 25, 2006

DoD 4160.28, “Defense Demilitarization Manual,” June 7, 2011

Federal Management Regulation (FMR), September 22, 2016

DoD 5200.8-R, “Physical Security Program,” May 27, 2009

”

DoD 5105.38-M, “Security Assistance Management Manual”

Defense Federal Acquisition Regulation Supplement (DFARS), various dates

MIL-STD-129R, “Military Marking for Shipment and Storage,” February 18, 2014

DLM 4000.25-2, “Military Standard Transaction Reporting and Accountability Procedures (MILSTRAP)”

Federal Management Regulation (FMR), Subchapter E, Subpart 101-26.3, Section 101-26.311, “Frustrated Shipments,” September 22, 2016

Federal Management Regulation (FMR), Subchapter E, Part 101-27, Section 101-27.505, “Notice to Activity”, September 22, 2016

Federal Management Regulation (FMR), Subchapter E, Part 101-26, Subpart 101.26.2, “Federal Requisitioning Systems,” September 22, 2016

Technical Publication, “Supply Management of Nuclear Weapons Materiel,” DOE-DTRA TP100-1, Navy SWOP 100-1, Army TM 39-100-1, Air Force TO 11N-100-1 January 18, 1979

DoDD 5410.12, “Economic Adjustment Assistance to Defense-Impacted Communities”

DoD 4140.27-M, “Shelf-Life Item Management Manual”

Foreign Assistance Act of 1961, as amended

Public Law 95-384

Public Law 91-652

Public Law 96-92, October 29, 1979

DoD 4100.39, “Federal Logistics Information System (FLIS) Procedures,” March 8, 2017

DoD 7000.14-R, Vol 11B, “Department of Defense Financial Management Regulations,” varies by volume

DoD 4160.21, “Defensive Materiel Disposition: Disposal Guidance and Procedures,” October 22, 2015

DoDM 4140.01, "DoD Supply Chain Materiel Management Procedures", February 10, 2014

# DEFINITIONS

**ADVICE CODE.** A coding structure for the purpose of transmitting instructions considered by the creators of requisitions to be essential to the desired supply action. Insertion of advice codes is at the discretion of the initial document creator.

**ASSEMBLAGE IDENTIFICATION NUMBER.** AIN is a 2-position numeric ranging from 01-20 and is the second level identifier for medical and industrial kits/sets. It is system generated at the build manager level based on the number of kits required.

**BILL OF MATERIAL (BOM).** A list of raw materials/component parts, etc. and at the quantities of each needed to assemble/manufacture/repair an end item or final product.

**BUILD DIRECTIVE NUMBER**. BDN is a 4-position alphanumeric value used to identify a specific build order of a medical/industrial kit. It is system generated at the build manager level and serves as the first level identifier.

***CALL/ORDER NUMBER. A release against a basic contract. This is a legacy four-position field (that must be used in conjunction with a legacy PIIN). The new identifier for call/order number under the PIID rules is designated by F or M in the 9th position of the PIID and is treated as a contractual document. See PIID definition.***

**CONSIGNEE.** The recipient (unit, depot, or person) to whom cargo is addressed or consigned for final delivery. (Activity that is receiving the product).

**CONSIGNOR.** The person or activity that is the supplier or shipper of a product.

**CONTRACTOR-FURNISHED MATERIEL.** CFM is materiel that the contractor is contractually required to provide. The supply source for CFM may be the commercial market or the federal supply system when authorized in the contract.

**COUNTRY CODE**. 1) Identifies the geopolitical entities, names, and codes (GENC) standard. The GENC Standard is the U.S. Government profile of ISO 3166 (parts 1 and 2) names and code elements, with modifications only where necessary to comply with U.S. law and U.S. Government recognition policy. The authoritative Source for GENC Country Codes is the Geopolitical Entities, Names, and Codes (GENC) Registry.
2) Country used for distribution and the physical location used for clear text addressing under DLMS.

**COUNTRY REPRESENTATIVE/FREIGHT FORWARDER CODE.** A code to identify the CR and/or FF authorized to received documentation and/or shipment for FMS transactions.

**DATA ELEMENT IDENTIFIER (DEI).** A type of data qualifier used in the ANSI MH10.8.2 Format Header 07 to describe authorized DoD data elements.

**DATA IDENTIFIER (DI).** A type of data qualifier used in the American National Standards Institute for Material Handling (ANSI MH10.8.2) Format Header 06 to identify authorized ANSI data elements.

**DEPARTMENT OF DEFENSE ACTIVITY ADDRESS CODE.** A distinctive code assigned to identify specific units, activities, and/or organizations. The first position indicates the Component or other Government element of ownership or sponsorship. The remaining five positions are assigned under established products by the Service point of the participating Component.

**DISPOSAL AUTHORITY CODE.** A code entered on disposal related documentation to indicate that the item(s) being transferred to the DLA Disposition Services Field Office is authorized to be transferred to disposal because of instruction of the ICP/IMM relayed through the MRP or other proper authority.

**DISTRIBUTION CODE.** A code that indicates which activity will receive 100 percent supply status as well as other management data.

**DISTRIBUTION SYSTEM.** That complex of facilities, installation, methods. Patterns, and procedures designed to receive, store, maintain, distribute, and control the flow of materiel between the point of receipt into a Military supply system and the point of issue to a post, camp, station, base, or equivalent.

**DOCUMENT IDENTIFIER CODE.** A means of identifying a given product (i.e., requisition, referral action, status document, follow-up, cancellation) to the system to which it pertains and further identifies such data as to its intended purpose and usage and the operations dictated.

**DOCUMENT NUMBER.**[1] A unique reference number assigned to a requisition or a release/receipt document in order to identify the transaction throughout the logistics system and for the life of the transaction unto; its retirement is authorized in official audit reports. The first six positions are the DoDAAC of the reporting activity; the next four positions are the year and three position numerical day of the year; the next position is the utilization code; and the last three positions are the activity serial number.

**DoD EMALL**. An Internet-based electronic mall designed to make it easier for customers to place and track orders and pay for products. For additional information access the DoD EMALL.

**FOLLOW-UP.** Inquiry originated by an authorized source requesting the status of a previously submitted document.

**FOREIGN MILITARY SALES.** The transfer of materiel, supplies, equipment, services, or any other support for case or credit by a DoD Component to a foreign government or international organization as authorized by the FMS Act of 1968. FMS includes CLSSAs.

**FOREIGN MILITARY SALES CASE DESIGNATOR.** A unique designator within a single country assigned by the implementing Service to each FMS case, consisting of a three position alpha/numeric code to identify a specific offer to a country. The first position will always be alphabetic and the second and third positions may be alphabetic or numeric. This designator stays with and identifies the sale or offer of a sale.

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[1] This is referenced as the document number under the Defense Logistics Management Standards (DLMS).

**FOREIGN MILITARY SALES OFFER RELEASE OPTIONS.**[2] Methods by which countries participating in the FMS program advise supply sources by coded entry on requisitions whether or not prior notice to the freight forwarder or country representative (FF/CR) is required before release of materiel shipments. The type of offer release option will be determined as a result of negotiations between the CR and the Service at the time case agreement is reached and will prescribe actions required in regard to shipments against the case except when the shipping activity determines a need for added protection and/or controls covered under Chapter C6, paragraph C6.11.

1. Type A. Shipments are to be released automatically by the shipping activity without advance notice.

2. Type X. The U.S. Service and the CR have agreed that the:

a. U.S. Service will sponsor the shipment to a country address. Under this agreement Block 34 (FF/CR code) of the DD Form 1513 must contain “X” and a mark-for code must be entered in Block 33. The MAPAD must contain the mark-for code and addresses for each type of address required; such as, parcel post, freight, and documentation.

b. Shipments are to be made to an assembly point or staging area as indicated by clear text instructions on exception requisitions. Under this agreement block 34 of the DD Form 1513 must contain “W.” A mark-for code may be entered in Block 33 and the MAPAD must contain the mark-for code if the mark-for address is to be used on the shipment to the assembly point or staging area.

3. Type Y. Advance NOA to the FF/CR is required before release of shipments, but shipment may be released automatically if release instructions are not received by the shipping activity within 15 days subsequent to the date of the NOA.

4. Type Z. Advance NOA to the FF/CR is required before release of shipment and specific release/shipping instructions must be received by the shipping activity before shipment may be made.

**GOVERNMENT FURNISHED MATERIEL (GFM).** Materiel in the possession of, or acquired by, the Government and later delivered or otherwise made available to a contractor. GFM is property that may be incorporated into or attached to a deliverable end item or that may be consumed or expended in performing a contract. GFM includes assemblies, components, parts, raw and processed materials, and small tools and supplies that may be consumed in normal use in performing a contract.

**GRANT AID.** Military assistance rendered under the authority of the FAA for which the United States receives no dollar reimbursement.

**INTERNATIONAL LOGISTICS CONTROL OFFICE.** The central U.S. Service control point in CONUS that monitors requisitions and related transactions for the FMS Grant Aid.

**LATERAL REDISTRIBUTION ORDER (LRO).** An order by the ICP/IMM to redistribute retail stock identified through an Inter- or Intra-Service retail asset visibility system.

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[2] See DSCA 5105.38-M for additional data concerning the use of these codes and complete instructions for preparing the DoD Offer and Acceptance.

**MANAGEMENT CONTROL ACTIVITY.** DoD Component/activity designed to initially receive and effect control over Service initiated and contractor initiated requisitions for GFM which would be supplied from the wholesale system.

**MATERIEL RELEASE CONFIRMATION.** A notification from a storage site advising the originator of an MRO release order of the positive action taken on the order. Will also be used, with appropriate shipment status DI codes, as a reply to a follow-up initiated by the ICP.

**MATERIEL RELEASE DENIAL.** A notification from a storage site advising the originator of an MRO of negative (warehouse refusal) action on the order.

**MATERIEL RELEASE ORDER.** An order issued by an accountable supply system manager (usually an ICP or accountable depot) directing a non-accountable activity (usually a storage site or materiel drop point) within the same distribution complex to release and ship materiel.

**MILITARY ASSISTANCE PROGRAM ADDRESS DIRECTORY.** DLM 4000.25 Volume 6 Chapter 3, containing addresses of freight forwarders, country representatives (CR), and/or customers-within-country required for releasing FMS Grant Aid shipments and related documentation.

**MILITARY ASSISTANCE SERVICE FUNDED PROGRAM.** Programs, which, by their nature, are FMS and Grant Aid except that the funding source is a DoD appropriation.

**NOTICE OF AVAILABILITY.** The document by which the U.S. shipping installation will notify the designated FMS CR/FF that the materiel is ready for shipment and, where appropriate, that the shipment requires an export release under the provisions of AR 55-355 et al.

**PASSING ACTIONS (GENERIC TERM).** A general term identifying the transactions associated with materiel demands within the supply distribution system. This term is applicable when forwarding materiel demands from the initial source of supply to the ultimate source of supply.

**PASSING ORDER.** An order used to pass an erroneously routed requisition to the appropriate depot or distribution point, and to pass a requisition from one distribution system to another.

***PROCUREMENT INSTRUMENT IDENTIFIER (PIID). A standard unique identifier for a solicitation, contract, agreement, or order and related procurement instruments, see DFARS Subpart 204.16. The new identifier for call/order number under the PIID rules is designated by F in the 9th position. However, there is an exception authorized for DLA procurement instruments supporting FEDMALL to identify the delivery/call order using an M in the 9th position. The PIID call/order number is always treated as a contractual agreement even when the base contract number is available. If a base PIID contract number and PIID call/order number are available, provide the PIID call/order number (F or M PIID) only.***

***PROCUREMENT INSTRUMENT IDENTIFICATION NUMBER (PIIN). Identifies legacy contractual documents. Use of the PIIN is authorized in the DLMS and legacy MILSTRIP/MILSTRAP procedures, pending transition to the procurement instrument Identifier (PIID).***

**QUANTITY RESTRICTION.** A restriction in quantity on a single requisition to limit the number of shipment units to 25 each to accommodate structure if MILSTRIP TCNs only. Quantity restriction is applied to requisitions constituting volume shipments of equipment as specified by the Services. For example, wheeled/tracked and other items of equipment when a unit of issue of one each constitutes a single shipment unit. (Applicable to FMS only.)

**REDISTRIBUTION ORDER.** An order issued by a responsible IMM to an accountable supply distribution complex directing release of materiel to another supply distribution activity within the same supply complex. For intra-Service use, an RDO may be used to direct release and shipment of materiel from a post, camp, station, or base to another similar activity to satisfy a specific demand.

**REFERRAL ORDER.** An order used between supply sources and distribution systems for the purpose of passing requisition or continued supply action when the initial activity cannot fill the demand.

**REPORTING ACTIVITY.** A Service activity, which has reported materiel to an ICP/IMM.

**REQUIRED AVAILABILITY DATE.** A numerical day of the year, which specifies when, end items and concurrent spare parts are committed to be available for transportation to an FMS Grant Aid recipient.

**REQUIRED DELIVERY DATE.** A three-position numerical day of the year specifies when materiel is actually required to be delivered to the requisitioner, and is always earlier or later than the computed SDD. An RDD cannot exactly equal a computed SDD.

**REQUIRED DELIVERY PERIOD.** A period of time, which specifies the earliest and last acceptable date materiel, can be delivered (applies to conventional ammunition requisitions only).

**SECURITY COOPERATION (SC) CUSTOMER CODE.** A two-digit code used by Defense Security Cooperation Agency to represent the country, international organization, region, or program authority associated with transactions recorded in Security Cooperation systems and associated programs implemented in the Foreign Military Sales. The codes are used to identify the country, international organization, or account which is (1) the recipient of materiel or services sold, leased, loaned, transferred, exchanged, or furnished through FMS programs and (2) the recipient of materiel or services furnished under FMS and Grant Aid.

**SHIPPING ACTIVITY.** A Component activity that originates shipments and plans, assembles, consolidates, documents, and arranges for movement of materiel.

**STANDARD DELIVERY DATE.** The maximum ending calendar date by which normal processing and shipping in the logistics system will permit receipt and recording of the materiel by the consignee.

**SUBSISTENCE TYPE OF PACK CODE.** Entered only in subsistence requisitions to indicate the required "level of pack" to be applied to shipments of perishable and nonperishable subsistence. (See also Appendix 2.20.)

**SUPPLEMENTARY ADDRESS.** The activity address of a customer when the recipient of materiel and/or the billing activity is other than the requisitioner address.

***SUPPLEMENTARY PROCUREMENT INSTRUMENT IDENTIFIER (Supplementary PIID). Identify amendments or modifications to the procurement instrument. The Supplementary PIID must be used in conjunction with the PIID.***

**SUPPLY SOURCE.** The Component installations or activities in their respective distribution systems designated to receive and process requisitions and related transactions; for example, the ICP, DLA Supply Chains, IMM, stock point, or depot.

**TRANSCOM REFERENCE DATA MANAGEMENT (TRDM).** A utility for managing transportation reference tables utilized by various DoD systems. It distributes the data to systems using a variety of methods according to individual system requirements and has an application for entering data.

**THEATER.** The geographical area outside the continental United States for which the commander of a unified or specified command has been assigned military responsibility.

**UNIFORM MATERIEL MOVEMENT AND ISSUE PRIORITY SYSTEM**. A system to ensure that requirements are processed under the mission of the requiring activity and the urgency of need, and to establish maximum uniform requisition processing and materiel movement standards. (The criteria for application of UMMIPS are prescribed in DoDM 4140.01) (See also Appendix 2.14.)

**UNIQUE ITEM TRACKING (UIT)**. A program within DoD for tracking selected items to maintain visibility of each uniquely identified asset for the primary purpose of inventory control and/or engineering analysis.

**UNIQUE ITEM IDENTIFIER (UII).** An identifier used in unique item tracking programs to uniquely identify an individual asset used within DoD. The UII may be derived from a DoD recognized IUID equivalent [e.g., Vehicle Identification Number (VIN)] or a composite structure defined by the DoD [refer to Concatenated UII Construct 1 and Concatenated UII Construct 2]. Formation of the UII relies upon two primary methods of serialization: (1) Serialization within the enterprise and (2) Serialization within the original part number of the enterprise. Refer to OSD policy and supporting documentation for specific guidance at http://www.acq.osd.mil/dpap/pdi/uid/index.html.

1. Concatenated UII Construct 1. This is a concatenated UII based upon serialization within the enterprise. The concatenated UII Construct 1 contains the Issuing Agency Code, Enterprise Identifier, and serial number.

2. Concatenated UII Construct 2. This is a concatenated UII based upon serialization within the part, lot or batch number within the enterprise. The concatenated UII Construct 2 contains the IAC, EID, original part number, lot or batch number, and the serial number.

# MILSTRIP ABBREVIATIONS AND ACRONYMS

| ABBREVIATION OR ACRONYM | DEFINITION |
|---|---|
| AAC | Activity Address Code |
| ADC | Approved DLMS Change |
| ADP | Automatic Data Processing |
| ADPE | Automatic Data Processing Equipment |
| AECA | Air Export Control Agreement |
| APL/AEL | Allowance Parts List/Allowance Equipment List |
| AFAO | Approved Force Acquisition Objective |
| AFLC | Air Force Logistics Center |
| AFR | Air Force Regulation |
| AIN | Assemblage Identification Number |
| AMARC | Aerospace Maintenance and Regeneration Center |
| AMC | Army Materiel Command |
| AMCL | Approved MILSTRIP Change Letter |
| ANMCS | Anticipated Not Mission Capable Supply |
| APL | Automated Packing List |
| APO | Army/Air Force Post Office |
| APOD | Aerial Port of Debarkation |
| APOE | Aerial Port of Embarkation |
| ASC | Accredited Standards Committee |
| | |
| BL | Bill of Lading |
| BDN | Build Directive Number |
| BRAC | Base Realignment and Closure |
| CAGE | Contractor and Government Entity |
| CASREP | Casualty Report (Navy) |
| CBL | Commercial Bill of Lading |

| ABBREVIATION OR ACRONYM | DEFINITION |
|---|---|
| CCP | Consolidation and Containerization Point |
| CFM | Contractor-Furnished Materiel |
| CIIC | Controlled Inventory Item Code |
| CIN | Company Identification Number |
| CIRS | Contractor inventory Redistribution System |
| CJCS | Chairman, Joint Chiefs of Staff |
| CLN | Case Line Number |
| CLPSC | Cooperative Logistics Program Support Code |
| CLSSA | Cooperative Logistics Supply Support Arrangement |
| COMSEC | Communications Security |
| CONUS | Continental United States |
| CR | Country Representative (FMS) |
| CSI | Critical Safety Item |
| CWT | Customer Wait Time |
| | |
| DAAS | Defense Automatic Addressing System |
| DAMES | DLA Transaction Services Automatic Message Exchange System |
| DCS | Defense Courier Service |
| DDMS | DLA Distribution Mapping System |
| DEI | Data Element Identifiers |
| DFARS | Defense Federal Acquisition Regulation Supplement |
| DFAS | Defense Finance and Accounting Service |
| DISN | Defense Information Systems Network |
| DESEX | Defense Supply Expert System |
| DI | Data Identifier |
| DIC | Document Identifier Code |
| DIELOG | DLA Transaction Services Integrated Email Logistics |
| DIPEC | Defense Industrial Plant Equipment Center |
| DLA | Defense Logistics Agency |

| ABBREVIATION OR ACRONYM | DEFINITION |
|---|---|
| DLAR | Defense Logistics Agency Regulation |
| DLIS | Defense Logistic Information Service |
| DLMS | Defense Logistics Management Standards |
| DLSS | Defense Logistics Standard Systems |
| DMISA | Depot Maintenance Inter-Service Support Agreement |
| DMS | Defense Message System |
| DoD | Department of Defense |
| DoDAAC | Department of Defense Activity Address Code |
| DoDAAD | Department of Defense Activity Address Directory |
| DoDAAF | Department of Defense Activity Address File |
| DoDD | Department of Defense Directive |
| DoDI | Department of Defense Instruction |
| DOE | Department of Energy |
| DRC | Disposal Release Confirmation |
| DRD | Disposal Release Denial |
| DRO | Disposal Release Order |
| DSAMS | Defense Security Assistance Management System |
| DSN | Defense Switched Network |
| DSS | Distribution Standard System |
| DTID | Disposal Turn-In Document |
| DTR | Defense Transportation Regulation |
| DTRA | Defense Threat Reduction Agency |
| DTS | Defense Transportation System |
| DVD | Direct Vendor Delivery |
| DWCF | Defense Working Capital Fund |
| | |
| EDD | Estimated Delivery Date |
| EMALL | Electronic Mall |
| ESD | Estimated Shipping Date |

| ABBREVIATION OR ACRONYM | DEFINITION |
|---|---|
| ETA | Estimated Time of Arrival |
| | |
| FAA | Federal Aviation Administration |
| F/AD | Force or Activity Designator |
| FEDSTRIP | Federal Standard Requisitioning and Issue Procedures |
| FF | Freight Forwarder |
| FF&V | Fresh Fruits and Vegetables |
| FLIS | Federal Logistics Information System |
| FMS | Foreign Military Sales |
| FMSO | Foreign Military Sales Order |
| FPMR | Federal Property Management Regulation |
| FSC | Federal Supply Classification |
| FSCAP | Flight Safety Critical Aircraft Part |
| FSG | Federal Supply Group |
| | |
| GBL | Government Bill of Lading |
| GFM | Government Furnished Materiel |
| GSA | General Services Administration |
| | |
| HM | Hazardous Materiel |
| HW | Hazardous Waste |
| | |
| IAC | Issuing Agency Code |
| ICP | Inventory Control Point |
| ICS | Intransit Control System |
| ILCO | International Logistics Control Office |
| IMM | Integrated Materiel Manager |
| IMSP | Inventory Management and Stock Position |
| IPE | Industrial Plant Equipment |

| ABBREVIATION OR ACRONYM | DEFINITION |
|---|---|
| IPG | Issue Priority Group |
| IRRD | Issue Release/Receipt Document |
| I&S | Interchangeability and Substitutability |
| IUID | Item Unique Identification |
| | |
| JANAP | Joint Army, Navy, and Air Force Publication |
| JCS | Joint Chiefs of Staff |
| LOA | Letter of Offer and Acceptance |
| LOGDRMS | Logistics Data Resources Management System |
| LOGMARS | Logistics Marking and Reading Symbols |
| LRO | Lateral Redistribution Order |
| | |
| MACOM | Major Command |
| MAPAD | Military Assistance Program Address Directory |
| MASF | Military Assistance Service Funded |
| MCA | Management Control Activity |
| MCO | Marine Corps Order |
| MDN | Manufacturing Directive Number |
| MEBS | Mapping Enterprise Business System |
| MICAP | Mission Impaired Capability Awaiting Parts (USAF) |
| MRE | Meals-Ready-To-Eat |
| MILSBILLS | Military Standard Billing System |
| MIL-STD | Military Standard |
| MILSTRAP | Military Standard Transaction Reporting and Accounting Procedures |
| MILSTRIP | Military Standard Requisitioning and Issue Procedures |
| MIPR | Military Interdepartmental Purchase Request |
| MOM | Military Official Mail |
| MOV | Materiel Obligation Validation |
| MPC | Materiel Processing Center (Navy) |

| ABBREVIATION OR ACRONYM | DEFINITION |
|---|---|
| MRA | Materiel Receipt Acknowledgement |
| MRC | Materiel Release Confirmation |
| MRD | Materiel Release Denial |
| MRO | Materiel Release Order |
| MRP | Materiel Returns Program |
| M&S | Media and Status |
| | |
| NAMSA | NATO Maintenance and Supply Agency |
| NATO | North Atlantic Treaty Organization |
| NAVILCO | Navy International Logistics Control Office |
| NAVSUPINST | Navy Supply Instruction |
| NCB | National Codification Bureau |
| NHPLO | NATO Hawk Production and Logistics Office |
| NIIN | National Item Identification Number |
| NIMSC | Non-consumable Item Materiel Support Code |
| NMCS | Not Mission Capable Supply |
| NMFC | National Motor Freight Classification |
| NOA | Notice of Availability |
| NSN | National Stock Number |
| | |
| OASD | Office of the Assistant Secretary of Defense |
| OCONUS | Outside Continental United States |
| OSD | Office of the Secretary of Defense |
| | |
| PBL | Performance Based Logistics |
| PCH&T | Packing, Crating, Handling, and Transportation |
| PD | Priority Designator |
| PEC | Production Equipment Code |
| PICA | Primary Inventory Control Activity |

| ABBREVIATION OR ACRONYM | DEFINITION |
|---|---|
| ***PIID*** | ***Procurement Instrument Identifier*** |
| PIIN | Procurement Instrument Identification Number |
| POD | Port of Debarkation |
| POE | Port of Embarkation |
| PRC | Process Review Committee |
| PRN | Purchase Request Number |
| PWRMS | Pre-positioned War Reserve Materiel Stock |
| PWRR | Pre-positioned War Reserve Requirement |
| | |
| RAD | Required Availability Date |
| RCN | Record Control Number |
| RDD | Required Delivery Date |
| RDO | Redistribution Order |
| RDP | Required Delivery Period |
| RFID | Request for Implementation Date |
| RHF | Requisition History File |
| RIC | Routing Identifier Code |
| ROK | Republic of Korea |
| ROP | Reorder Point |
| RP or rp | Record Position or record position |
| RRAM | Real-time Reutilization Asset Management |
| | |
| S/A | Service/Agency |
| SAO | Security Assistance Organization |
| SAP | Security Assistance Program |
| SC | Security Cooperation |
| SCA | Stock Control Activity |
| SCC | Supply Condition Code |
| SDD | Standard Delivery Date |

| ABBREVIATION OR ACRONYM | DEFINITION |
|---|---|
| SDDC | Military Surface Deployment and Distribution Command |
| SDR | Supply Discrepancy Report |
| SEAVAN | Commercial or Government-Owned (or leased) Shipping Container |
| SECNAVINST | Secretary of the Navy Instruction |
| SED | Shipper's Export Declaration |
| SF | Standard Form |
| SICA | Secondary Inventory Control Activity |
| SLOA | Standard Line of Accounting |
| SMCA | Single Manager for Conventional Ammunition |
| SOS | Source of Supply |
| SRC | Shipment Release Code |
| SSA | Supply Support Arrangement |
| SD&D | Supply Storage and Distribution (Retail BRAC) |
| SUPPADD | Supplementary Address |
| SWOP | Special Weapons Ordnance Publication |
| | |
| TAC | Transportation Account Code |
| TAC | Type Address Code |
| TAV | Total Asset Visibility |
| TCMD | Transportation Control and Movement Document |
| TCN | Transportation Control Number |
| TDD | Time Definite Delivery |
| TDR | Transportation Discrepancy Report |
| TM | Technical Manual |
| TO | Technical Order |
| TP | Technical Publication |
| TSDC | Transportation to Supply Documentation Correlation |
| | |
| UFC | Uniform Freight Classification |

| ABBREVIATION OR ACRONYM | DEFINITION |
|---|---|
| U/I | Unit of Issue |
| UMMIPS | Uniform Materiel Movement and Issue Priority System |
| UND | Urgency of Need Designator |
| UII | Unique Item Identifier |
| UIT | Unique Item Tracking |
| UPS | United Parcel Service |
| U.S. | United States |
| USAF | United States Air Force |
| USASAC | United States Army Security Assistance Center |
| USMFT | U.S. Message Text Format |
| USML | United States Munitions List |
| USPS | United States Postal Service |
| | |
| WPOD | Water Port of Debarkation |
| WPOE | Water Port of Embarkation |
| | |
| XML | eXtensible Markup Language |

# C1. CHAPTER 1

## RESERVED – See DLM 4000.25, Volume 2, Chapter 1

# C2. CHAPTER 2

# PREPARATION AND SUBMISSION OF REQUISITIONS, CANCELLATIONS, AND FOLLOW-UPS

## C2.1. PREPARATION OF REQUISITIONS

C2.1.1. Requisitions will be prepared in one of the following formats described under Appendix AP1, Forms/Message Format (Introduction) or Defense Messaging System (DMS), using the coding structures shown in Appendix AP2.2: C2.1.1.1. DD Form 1348, "DoD Single Line Item Requisition System Document (Manual)."

C2.1.1.2. DD Form 1348M, "DoD Single Line Item Requisition System Document (Mechanical)."

C2.1.1.3. SF 344, "Multiuse Standard Requisitioning/Issue System Document."

C2.1.1.4. DD Form 1348-6, "DoD Single Line Item Requisition System Document (Manual-Long Form)."

C2.1.1.5. DD Form 1348-1A, "Issue Release/Receipt Document" (acceptable and preferred as a requisition when requesting property directly from DLA Disposition Services Field Offices).

C2.1.1.6. DD Form 1348-2, "Issue Release/Receipt Document, with Address Label."

C2.1.2. The manual form (DD Form 1348, SF 344, or DD Form 1348-6) will be used only when:

C2.1.2.1. Facilities are not available to the requisitioning activity to enable electronic transmission of documents in data pattern format, or when computer-readable machine-sensible facilities are not available to the requisitioning activity.

C2.1.2.2. The requisition coding structure does not provide sufficient data to assist the source of supply in making supply decisions. Use of exception data will cause delays in supply of materiel since each document containing such data must be withdrawn from routine processing, reviewed for the exception and continued in process after a decision has been made as a result of the review. Activities should not attempt to use exception data as a normal method for requisitioning materiel requirements. Limitations on the use of exception data are outlined in Paragraph C2.2.

C2.1.3. Requisitions for conventional ammunition will contain Advice Code 3Q, 3V, 3W, 3X, 3Y, or 3Z as applicable when usable Condition E stock is acceptable.

C2.1.4. Non-national stock number (NSN) requisitions will be prepared with document identifier code (DIC) A02 or A0B in DD Form 1348m when the contractor and Government entity (CAGE) and part number do not exceed the part number field and the item can be identified by additional data in record position (rp) 70-80 as indicated in Appendix AP3.4. Otherwise, use DD Form 1348-6. This also applies to non-NSN lumber products.

C2.1.5. The manual forms (DD Form 1348 and 1348-6) will be used as exception media when there are no available mechanical transmission methods. Use Appendix AP3, Formats (Introduction), and Appendices AP3.2, AP3.5, and AP1.8 (for messages) to prepare manual forms of requisitioning in the number of copies as specified by individual Components.

C2.1.6. The mechanical transaction will be used as the normal requisitioning medium and will be transmitted electronically to the source of supply via the Defense Automatic Addressing System (DAAS). Use the Appendix AP3.2 format to prepare the mechanical transaction.

C2.1.7. DMS may be used when:

C2.1.7.1. Data communication facilities are not available to permit document transmission by mechanized media.

C2.1.7.2. The document contains exception data and/or rapid document transmission is required under the assigned priority designator (PD).

C2.1.8. Under exception circumstances, requisitions may be prepared on DD Form 1348 or 1348m and read to the appropriate source of supply by telephone in exact record position alignment. When requisitions are relayed by telephone, confirmation copies are not required and will not be forwarded.

C2.1.9. Requisitions for perishable and nonperishable subsistence will be prepared using the following special instructions:

C2.1.9.1. All subsistence requisitions will contain the applicable type of pack in rp 21. See codes in Appendix AP2.20.

C2.1.9.2. All subsistence requisitions will contain a specific Required Delivery Date (RDD) (day of year format) in rp 62-64.

C2.1.9.3. Brand name resale item requisitions will contain DIC A04 or A0D in rp 1-3.

C2.1.9.4. Brand name resale item identification numbers will be entered in rp 8-20, using Appendix AP2.5, paragraph AP2.5.7.

C2.1.9.5. To accommodate a condition peculiar to brand name resale subsistence requisitioned by or for OCONUS (Outside the Continental United States )

activities, Advice Code 2C will be entered in rp 65-66 to convey advice to the source of supply to fill or kill an unfilled quantity which cannot be shipped by a vendor to arrive overseas within 30 days after the RDD. To implement this authority, the source of supply will contact the vendor to determine whether shipment has been made when the item has not been received at the transshipping depot by the contract delivery date plus 15 days. If shipment has not occurred, procurement/requisition cancellation action will be initiated by the source of supply and the customer will be furnished appropriate supply status. If the vendor has made shipment, cancellation of the procurement cannot be effected. Shipments that cannot be shipped to arrive at the OCONUS destination within 30 days after the RDD will be put in stock by the transshipping depot to fill future requirements. The source of supply will furnish appropriate rejection status to the customer.

C2.1.10. In the requisition document, follow-up (no supply status received) document, and cancellation (no supply status received) document, the identification code and the reference identification code will appear in documents applicable to part number requisitions (DICs A02 and A0B only). Materiel release denials (MRD) based on materiel release orders (MROs) issued by all activities will contain a fund code in rp 52-53. Referral order documents to DLA sources of supply from certain Navy stock points without computer capability may not include the date of receipt of demand in rp 67-69.

C2.1.11. The manual form (DD Form 1149, Requisition and Invoice/Shipping Document) is used as a requisition and shipping document as specified by other DoD regulations. The DD Form 1149 will not be used for any processes under MILSTRIP.

C2.1.12. Requisitions for conventional ammunition that should not be delivered before a specific date or later than a specific date may contain a required delivery period (RDP)[1] in rp 62-64. The formula for expressing an RDP is provided in Appendix AP2.14[2].

C2.1.13. Requisitions will be prepared using valid DoD activity address codes (DoDAAC) for the intended purpose(s). DoDAACs designated as the requisitioner, bill-to, or ship-to activity will be validated based upon the authority code assigned to each DoDAAC in the DoD activity address directory (DoDAAD) and business rules described below. Refer to DAAS edit of incoming requisitions below for edit rules.

C2.1.14 Conformance with single line of accounting (SLOA)/accounting classification requires any initiation of an obligation to include SLOA mandated standard financial information system (SFIS) elements.[3] Transition to DLMS requisition transactions is required to support inclusion of SLOA required elements. Pending full implementation of SLOA under DLMS, DAAS will facilitate interoperability by updating

[1] Foreign military sales (FMS) and Grant Aid requisitions are excluded from RDP procedures.
[2] Use of RDP for conventional ammunition last reported as not implemented by U.S. Air Force or Navy. Refer to AMCL 148.
[3] Refer to ADC 1043.

selected SLOA data fields based upon the requisitioner's Fund Code when moving from a legacy environment to a DLMS compliant system.

C2.1.15 If invalid/missing fund code for Signal Code A, B, C, J, K, or L, reject with the DIC AE9 Supply Status citing Status Code CF. Requisitions must be edited by the ordering application prior to acceptance of the order for further processing. Image and post-post transactions will not be rejected by the source of supply or DAAS.[4]

## C2.2. LIMITATION ON SUBMISSION OF EXCEPTION DATA REQUISITIONS

C2.2.1. To enable sources of supply to process requisitions in a timely manner to meet issue priority group, standard delivery dates, or required delivery dates, requisitioners should attempt to limit repetitive submission of requisitions containing exception data, particularly those that are to satisfy high priority requirements. Requisitioners should use available MILSTRIP capabilities to ensure that automated processes are used to the maximum possible extent. The processing of exception data requisitions is a resource-intensive process that is prone to errors and generally delays required support. Sources of supply receiving requisitions with unnecessary exception data such as “ship by commercial air,” “do not use postal system,” “ship by fastest traceable means,” or “ship overnight delivery” are authorized to delete such information, change the exception DIC to a non-exception DIC, and continue processing. Sources of supply will process all requisitions under the standards of the Uniform Materiel Management and Issue Priority System (UMMIPS) (DoDM 4140.01 DoD Supply Chain Materiel Management Procedures, February 10, 2014). Within the UMMIPS time segment for transporting the materiel, it is the shipper’s prerogative to select the mode of shipment based on time, distance, item characteristics, and economic factors. The repetitive use of the same exception ship-to address is an uneconomical way of doing business for all concerned. A separate DoDAAC assignment for this type of ship-to address should be made or the type of address code (TAC) 2 address of the involved activity should be changed and the resulting DoDAAC(s) used on applicable requisitions. Activities having multiple locations should assign a separate DoDAAC to each receiving location. It is incumbent upon the requisitioner to work with the applicable Service focal point to develop procedures to automatically process requisitions.

C2.2.1.1. Authorized conditions for use of exception ship-to addresses are listed below. Requisitions containing exception ship-to addresses other than those listed will be rejected with Status Code D6.

C2.2.1.1.1. Sales/donations/loans/issues of materiel to qualifying Federal, state, or civil organizations or individuals approved by the Service Secretaries.

C2.2.1.1.2. Issues of nuclear assets as directed by Defense Threat Reduction Agency (DTRA) Department of Energy (DOE) contractors.

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[4] Refer to ADC 1043E.

C2.2.1.1.3. Materiel in Supply Condition Code L to contractors.

C2.2.1.1.4. Issues required by national emergency or natural disasters.

C2.2.1.1.5. Shipments of ammunition requiring special controls.

C2.2.1.1.6. Shipments to contractors for special testing.

C2.2.1.1.7. Requisitions from deployed Naval units with an R or V in rp 30; E, G, or W in rp 40; 01, 02, or 03 in rp 60-61; and 999 in rp 62-64.

C2.2.1.1.8. DoD EMALL-generated requisitions using a Government purchase card as the method of payment and the non-contractor ship-to location is not identified by a DoDAAC. Requisitioners must use the DoDAAC applicable to the ship-to locations when assigned. See paragraph C2.2.1. for additional guidance..

C2.2.1.2. Exception data will normally be limited to the following:

C2.2.1.2.1. Non-NSN requirements that exceed the stock or part number field and/or require additional information.

C2.2.1.2.2. Non-NSN lumber products and other commodities identified and ordered by description only.

C2.2.1.2.3. Authorization/identification for items when such requirement is imposed by the inventory control point (ICP) or by the parent Service or the requisitioning activity.

C2.2.1.2.4. NSN items in Federal supply class (FSC) 5510, 5520, and 5530 requiring specification data; such as, species and/or grade.

C2.2.1.2.5. NSN requirements needing additional identifying information (e.g., requisitions initially rejected with Status Code CG or CJ).

C2.2.1.2.6. Requisitions for the Navy’s LEVEL 1/SUBSAFE program and nuclear reactor plant materiel.

C2.2.1.2.7. NSN items for chemicals for boiler water feed water analysis.

C2.2.1.2.8. Requisitions used to establish a registered user with the ICP in a primary inventory control activity/secondary inventory control activity (PICA/SICA) situation.

C2.2.1.2.9. Requisitions for Marine Corps prepositioned war reserve (PWR) or Pre-Positioning Ships Program.

C2.2.2. Commanders must approve, or delegate in writing to specific personnel to approve, the submission of exception data requisitions.

C2.2.3. Automated submissions of requisitions containing exception ship-to addresses may be authorized by agreement with the source of supply. Automated submissions must include identification of the customer via a system-generated customer identification code that cannot be overridden by the user as described under Appendix AP1.35, Customer Identification. DAAS will generate the customer identification for automated submissions (e.g., via Defense Automatic Addressing System Automatic Message Exchange System (DAMES) of the DLA-supported DIC YRZ requisition trailer for ship-to exception data.

C2.3. <u>PREPARATION OF NOT MISSION CAPABLE SUPPLY AND ANTICIPATED NOT MISSION CAPABLE SUPPLY REQUISITIONS</u>

C2.3.1. Not mission capable supply (NMCS) is a materiel condition indicating that systems and equipment are not capable of performing any of their assigned missions because of maintenance work stoppage due to a supply shortage (DoDI 3110.05, "Readiness-based Materiel Condition Reporting for Mission-Essential Systems and Equipment." September 25, 2006). Individual Service condition reporting system (e.g., Air Force mission impaired capability awaiting parts (MICAP) or Navy Casualty Reporting (CASREP)) may require the same qualifying criteria as NMCS but do not automatically generate NMCS requisitions.

C2.3.2. <u>Expedited Handling Signal 999</u>

C2.3.2.1. PDs 01-03, requisitions for items causing mission-essential systems and equipment to be NMCS, will be prepared to contain code 999 in rp 62-64 in lieu of the RDD. Code 999 will identify documents related to critical items and requiring expedited handling. When entered into requisitions, code 999 will be perpetuated on MROs and DD Form 1348-1A (or DD Form 1348-2.) This procedure applies only to materiel being shipped to U.S. Forces OCONUS and to CONUS Forces alerted for OCONUS deployment within 30 days of the date of the requisition.

C2.3.2.2. Code 999 will be used to identify the need for expedited handling only when the conditions specified below are met. (The Commanding Officer of the requisitioning activity will either personally review, or delegate in writing to specific personnel the authority to review, all requisitions identified for expedited handling to certify compliance with prescribed criteria.) The requisitioning unit must possess Force/Activity Designator (F/AD) I, II, or III and

C2.3.2.2.1. The required items or equipment are causing mission-essential systems or equipment to be incapable of performing any of their assigned missions (NMCS) or

C2.3.2.2.2. The required items or equipment have been identified during maintenance or testing as necessary to prevent mission-essential system or equipment from being unable to perform assigned operational missions or tasks within five days of the date of the requisition.

C2.3.2.3. Expedited handling signal 999 does not apply to foreign military sales (FMS) and Grant Aid requisitions.

C2.3.2.4. For NMCS conditions other than 999, the following procedures will apply:

C2.3.2.4.1. PD must be 01-08.

C2.3.2.4.2. Enter N in rp 62 of requisitions applicable to NMCS conditions originating at activities where forces in CONUS are not alerted for deployment. FMS requisitions applicable to NMCS conditions will contain an N in rp 62 that will identify transactions related to critical items and requiring expedited handling.

C2.3.2.4.3. Entries in rp 63-64 are considered non-significant on inter-Component requisitions.

C2.3.2.4.4. These documents will be processed using the PD in rp 60-61.

C2.3.2.5. Anticipated not mission capable supply (ANMCS) is a condition that is anticipated to occur within 15 days in the CONUS or 20 days OCONUS that will result in equipment becoming deadlined for parts, engines going out of commission for parts, aircraft going out of commission for parts, and a ship's capability being impaired for parts. Requisitions for materiel to prevent degradation of the mission capability of such systems/equipment will be prepared as follows:

C2.3.2.5.1. PD must be 01-08.

C2.3.2.5.2. Enter E in rp 62 of requisitions applicable to ANMCS conditions. FMS requisitions applicable to ANMCS conditions will contain an E in rp 62 that will identify transactions related to critical items and requiring expedited handling.

C2.3.2.5.3. Entries in rp 63-64 are considered non-significant on inter-Component requisitions.

C2.3.2.5.4. These documents will be processed under the PD in rp 60-61.

C2.3.2.6. NMCS and ANMCS requisitions[5] will be submitted only for materiel in the quantities needed to return the mission essential system or equipment to mission capable/operationally ready status or when items are not available in ready-for-issue condition at the supporting post, camp, station, or OCONUS theater. Use overnight or next day delivery service for NMCS and ANMCS shipments whenever possible.

C2.3.2.7. Commanders will approve, or delegate in writing to specific personnel the authority to approve, all NMCS/ANMCS requisitions in writing and submit

[5] Refer to MILSTRIP, C2.2., Limitation on Submission of Exception Data Requisitions..

the requisitions by the most expeditious means. NMCS/ANMCS requisitions will be submitted only for parts required for installation on or repair of mission-essential systems and equipment, without which the Commander is unable to perform assigned Service operation/mission.

C2.4. RESERVED

C2.5. RESERVED

C2.6. PREPARATION OF PREPOSITIONED WAR RESERVE MATERIEL STOCK REQUISITIONS

C2.6.1. Requisitions for the initial fill of prepositioned war reserve materiel stock (PWRMS) consumable item requirements will be prepared to contain Demand Code O (alpha) in rp 44 and Project Code 3AA in rp 57-59 and may be prepared as “funded” or “unfunded” requisitions except that unfunded requisitions are not to be submitted to GSA by DoD Activities. Replenishment PWRMS requisitions will contain Project Code 3PR.

C2.6.2. Funded requisitions for PWRMS requirements will contain a Signal Code other than D or M (Appendix AP2.10) in rp 51 and appropriate fund code entries in rp 52-53 (AP2.11). Normally, funded requisitions for PWRMS requirements will contain only PDs 11-15 as appropriate, except that PDs 01-03, as appropriate, may be entered when an overriding operational situation justifies immediate supply support.

C2.7. PREPARATION OF REQUISITIONS FOR ISSUE OF SERVICE-OWNED, SINGLE MANAGER FOR CONVENTIONAL AMMUNITION-MANAGED ITEMS BELOW ESTABLISHED STOCK RESERVATION LEVELS. Service owners of Single Manager for Conventional Ammunition (SMCA)-managed items may grant authority to the SMCA ICP to issue assets below all established stock reservation levels. This authority will be conveyed to the SMCA ICP online by the Service owners with Advice Code 2S entered in rp 65-66 of the requisition or referral order.

C2.8. PREPARATION/PROCESSING OF REQUISITIONS SUBMITTED VIA INTERNET ORDERING APPLICATIONS. Developers and users of internet ordering applications that permit MILSTRIP requisitions to be initiated outside the responsible DoD Component’s supply system (e.g., direct customer input to DoD EMALL, GSA Global) will take precautions to ensure that only authorized personnel place orders and all standard financial and logistics procedures are followed.

C2.8.1. DoD Components authorizing the use of ordering processes external to the Component-sponsored supply system will:

C2.8.1.1. Establish internal controls to identify/approve authorized users. This may be accomplished in coordination with the ordering application program management or independently in the absence of a satisfactory registration program for the internet ordering process.

C2.8.1.2. Notify users that they are required to manually establish an obligation for requisitions dependent on interfund payment procedures prior to/concurrent with placing orders via internet ordering applications, except where an interface is established with the requisitioner's Component application to validate funds availability and establish an obligation.

C2.8.1.3. Ensure that appropriate procedures are established to record the demand and establish a due-in/pre-positioned materiel receipt under DoD MILSTRAP/DLMS-based upon status provided by either the source of supply or delegated source. Alternative manual Component procedures may be employed pending systemic interfaces to support return of supply and shipment status by either the source of supply or delegated source.

C2.8.1.4. Ensure materiel receipt acknowledgement under DoD MILSTRAP/DLMS procedures via systemic interface or, where not available, instruct users to provide receipt notification via DoD EMALL (this includes non-EMALL originated orders).

C2.8.2. Sources of supply authorizing the use of ordering processes external to the customer's Component-sponsored supply system will:

C2.8.2.1. Coordinate with DoD Components to establish controls to ensure users are identified and authorized. If a satisfactory registration program is not available, users must be alerted to comply with Component-directed procedures.

C2.8.2.2. Support adherence to standard financial procedures via systemic interface or manual procedures as follows:

C2.8.2.2.1. Establish an interface between the external ordering application and the appropriate Component-sponsored application to validate funds availability and establish the obligation; or

C2.8.2.2.2. Pending development of automated processing, alert users to comply with Component-directed manual procedures.

C2.8.2.2.3. Procedures for real-time funds availability for on-line applications are provided under DLM 4000.25, "Defense Logistics Management Standards Manual" (DLMS) Volume 4, Chapter 7[6].

C2.8.2.3. Use standard requisition formats under MILSTRIP/DLMS where necessary to transmit the requisition from the external ordering application to the source of supply for further processing.

C2.8.2.4. Provide order and shipment status information to the customer and applicable status recipients in accordance with MILSTRIP/DLMS.

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[6] Refer to ADC 328, "Off-Line" Requisition Processing: Internet Ordering Application Request for Component Verification of Funds Availability and Recording of the Financial Obligation.

C2.8.2.5. Where feasible, internet ordering applications will integrate use of a replicated DoDAAC table to perform validation of requisitions for authorized ordering, bill-to, and ship-to activities according to the DoDAAC authority code. If the DoDAAC fails the authority code edits in C2.28.11., the transaction will be rejected.

C2.9. <u>SUBMISSION OF REQUISITIONS AND RELATED TRANSACTIONS</u>

C2.9.1. Frequency of submitting requisitions is the sole prerogative of the requisitioner and, except for subsistence items, the distribution systems will not prescribe scheduling. Requisitions will be submitted when necessary to meet requirements for stock or to meet specific requirements for immediate use. To make the system more efficient and cost-effective, activities should consider consolidating requirements to reduce the submission of low-value requisitions.

C2.9.2. Methods of submission of requisitions will be as prescribed in chapter C1. Special requirements for submitting government furnished materiel (GFM) requisitions are contained in Chapter C11[7].

C2.9.3. The requisition submission time period extends from the date of the requisition to the date of receipt by the initial wholesale source of supply (e.g., ICP or stock point) that maintains any asset availability records for the purpose of filling materiel demands or ordering other supply action.

C2.9.3.1. Date of requisition (as shown in requisition document number field) will indicate the actual date of transmittal from the requisitioner to the initial source of supply. If requisitions are predated to facilitate local processing, the requisition date will be amended (if necessary) to reflect the true date of transmittal.

C2.9.3.2. Time consumed by review/approval of intermediary control offices between the requisitioner and initial source of supply is counted in the time standard for this segment.

C2.9.4. The service/agency (S/A) implementation of this provision will provide for establishment of controls to ensure transmission of requisitions on the document number date. Controls will also be established to ensure non-duplicative transmission or receipt of requisitions.

C2.9.5. Requisitions with DICs A0E and A05 will be transmitted by methods other than data pattern or computer readable fixed length format. When these requisitions are mailed, the envelope will be conspicuously marked “MILSTRIP EXCEPTION DATA REQUISITIONS.”

C2.9.6. DIC AF_ follow-ups and DIC AC_ cancellations on DIC A0E or A05 requisitions will not include the exception data.

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[7] Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

C2.9.7. DIC AT_ follow-ups and DIC AM_ modifier transactions will include the exception data. Message follow-ups (DIC AT_) on a requisition with exception data will be prepared as prescribed in Appendix AP1.9. Message modifier (DIC AM_) with exception data will be prepared as prescribed in Appendix AP1.8.

C2.10. RESERVED

C2.11. MAINTENANCE OF REQUISITION AND DUE-IN FILES

C2.11.1. Procedures for maintenance of requisition and due-in files are the responsibility of each S/A.

C2.11.2. Requisitioners will ensure that status and materiel receipts are expeditiously processed to requisition and due-in files to preclude unnecessary follow-ups.

C2.11.3. Receipt take up time standards for the requisitioner are one calendar day for PDs 01-08 and three calendar days for PDs 09-15.

C2.12. RESERVED

C2.13. FOLLOW-UPS

C2.13.1. Follow ups should be submitted by the requisitioner, supplementary address (SUPADD), or the activity designated by a significant entry in rp 54, based on a need for information and criteria prescribed herein. For retail transportation and supply activities participating in the supply receipt and acknowledgement interchange, documented in DLM 4000.25, Volume 3, Chapter 2, follow-ups should be submitted to the servicing transportation activity in accordance with normal supply procedures, with the exception of follow-ups for multi-packs and assemblages (e.g., medical), which will be executed at the lead document number, assemblage identification number (AIN) respectively.

C2.13.2. Follow-up inquiries consist of five types, as follows:

C2.13.2.1. Follow-ups submitted to obtain the latest status of requisitions. These follow-up inquiries will be prepared to contain DIC AF (one through three) as prescribed in Appendix AP2.1.

C2.13.2.2. Follow-ups submitted to obtain the latest status on requisitions and which may be processed as requisitions when sources of supply have no record of receipt of the original requisitions. These follow-up inquiries will be prepared to contain DIC AT_ (one through five and seven or A through E) as prescribed in Appendix AP2.1. When an AT_ is submitted, the DAAS authority code edits discussed in C.2.28.11 will be applied.

C2.13.2.3. Follow-ups submitted as requests to improve estimated shipping dates (ESD) contained in previously furnished supply status documents. These follow-

up inquiries will be prepared to contain DIC AFC, as prescribed in Appendix AP2.1. These AFC follow-up inquiries will be prepared only for transactions applicable to PDs 01-08, and will be submitted only after receipt of supply status reflecting ESDs not commensurate with materiel usage or need dates.

C2.13.2.4. Follow-ups submitted to obtain latest status on previously submitted cancellation requests and which may be processed as cancellation requests provided the original requests were not received. These follow-ups will contain DICs in the AK_ series.

C2.13.2.5. Follow-ups submitted to obtain the DoDAAC of the initial transportation shipping activity for tracing shipments under DTR 4500.9-R, “Defense Transportation Regulation”.[8]

C2.13.3. Message follow-ups will be prepared as prescribed in Appendix AP1.9.

C2.13.4. DIC AFY follow-up inquiries will be submitted to the source of supply when the initial shipment tracing action results in a negative response due to the inability to determine the initial (origin) transportation shipping activity[9].

C2.13.5. DICs AF1, AF2, and AF3 and AT_ follow-up inquiries will be submitted only under the following criteria:

C2.13.5.1. Status data is not on hand to indicate a delay in receipt of materiel beyond the SDD or RDD (not applicable to follow-up inquiries requesting improvement in ESDs).

C2.13.5.2. The UMMIPS order and shipping time standard for receipt of materiel has elapsed for requisitions on which status had not been requested.

C2.13.5.3. Timeframes for submission of follow-ups:

C2.13.5.3.1. For PD 01-08 demands - only after expiration of at least three days from date of the requisition or transaction date of the latest supply status.

C2.13.5.3.2. For PD 09-15 demands - only after expiration of at least seven days from date of the requisition or transaction date of the latest supply status.

C2.13.6. Follow-ups will be submitted to the source of supply to which the requisition was submitted, except when supply status has been received indicating that another activity is responsible for processing the demand. When supply status has been received, the follow-up will be directed to the activity indicated as currently processing the requisition (e.g., the last known source of supply).

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[8] Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.
[9] Ibid.

C2.13.7. Activities initiating follow-up documents will take into consideration the fact that the source of supply may not have a record of having received the original requisition. When no positive supply status has been received and no previous cancellation request (DIC AC_) has been submitted, the requisitioner or other authorized activity may follow up only with the appropriate document from the DIC AT_ series. Such DIC AT_ series documents will contain the same character in the third position of the DIC as the original requisition and will be submitted under media and other rules applicable to such requisitions. The AT_ series of follow-ups will be treated as requisitions if sources of supply have no record of the original requisitions. Duplicate document number edits by the source of supply will preclude duplicate processing and shipment if the original requisition is subsequently received by the source of supply.

C2.13.8. When positive supply status has been received, the requisitioner or other authorized activity may use any type of follow-up, subject to restrictions contained elsewhere in this manual.

C2.13.9. Sources of supply may follow up on a shipping activity, with the exception of follow-ups requesting improvement in ESDs, utilizing the MRO format with DIC AF6.

C2.13.10. DIC AK_ follow-ups may be submitted 10 days after submission of the original DIC AC_ cancellation request if no acknowledgment of receipt of the DIC AC_ is received. If status is not received within 10 succeeding days, another DIC AK_ follow-up may be submitted. If status is received acknowledging receipt of the DIC AC_ or DIC AK_, no further follow-up may be submitted until 30 days after receipt of last status.

C2.14. <u>RESERVED</u>

C2.15. <u>REQUEST FOR SUPPLY ASSISTANCE</u>

C2.15.1. Requests for supply assistance may be initiated to the source of supply on previously submitted PD 01-08 requisitions as shown in Appendix AP1.10. Authority to originate a supply assistance request will be prescribed in S/A regulations. The first line in the body of narrative messages must contain the words “Supply Assistance Request.” Supply assistance includes status of requisitions, timely supply of requirements, item substitutability and interchangeability, release of cancellation of backordered requisitions, and diversion of materiel shipments. A request for assistance may be accomplished by electronic mail (computer–Global Information Grid), message, letter, or telephone to the appropriate source of supply. Telephone requests should not exceed seven lines; however, the limitation of items will be determined by the ability of the source of supply to record the items and initiate timely responses. Replies to supply assistance requests will include an information copy to each addressee included in the incoming request.

C2.15.2. The request should not be generated until supply status indicating open status has been received.

C2.16. <u>RESERVED</u>

C2.17. CANCELLATION OF REQUISITIONS

C2.17.1. Cancellation of requisitions may be initiated by the requisitioner, the SUPADD, the activity designated by the entry in rp 54, S/A headquarters, or by authorized command elements. If cancellations are initiated by other than the requisitioner, the responsibility for advising other interested activities of this action is vested in the activity having initiated the cancellation. Cancellation requests can be initiated as single line transactions or by narrative message containing one or more single line cancellation transactions. For retail transportation and supply activities participating in the supply receipt and acknowledgement interchange, documented in DLM 4000.25, Volume 3, Chapter 2, cancellation requests will be submitted to the servicing transportation activity in accordance with normal supply procedures, with the exception of cancellation requests for assemblages (e.g., medical), which will be executed at the AIN.

C2.17.2. Events such as base closures, termination of special projects, ship and unit inactivation, termination of agreements, or termination of vessel outfitting or construction can necessitate the requirement for mass or universal cancellation of multiple lines. In some instances, the S/A headquarters would be aware that a total project or total requirement for a single basis is no longer required and should be canceled. Thus, the S/A headquarters element could initiate the requests for mass or universal cancellation of multiple lines. Such requests will be submitted by message to the S/A designated focal points listed in Chapter C8.

C2.17.3. Under normal circumstances, cancellation requests represent a discontinued need of specific items and quantities. Funds will not be deobligated and individual due-in records will not be updated until status has been received indicating that cancellation has been accomplished. Accordingly, single line requisition cancellation is the preferred method. Single line cancellation actions will be processed under Chapter C3, Paragraphs C3.27. through C3.34. The preparation of single line cancellation requests will be accomplished using the format reflected in Appendix AP3.7.

C2.17.4. Single line cancellation requests will be submitted to the last known source holding the applicable requisitions.

C2.17.5. Single line item cancellation requests will not be submitted under the following circumstances:

C2.17.5.1. When a CONUS activity has received notice of shipment (DIC AS_ or DD Form 250 (Material Inspection and Receiving Report)), advising that shipment from a contractor's facility or a depot has occurred

C2.17.5.2. When an OCONUS Activity has received shipment status and

C2.17.5.2.1. the line item value of the cancellation is less than $200, or

C2.17.5.2.2. the materiel has been shipped by air mail or parcel post, or

C2.17.5.2.3. the materiel was shipped more than:

C2.17.5.2.3.1. 10 days by air shipment to aerial port of embarkation (APOE).

C2.17.5.2.3.2. 45 days by surface shipment to water port of embarkation (WPOE).

C2.17.6 Single line item cancellation requests will normally be submitted for conditions not excluded by paragraph C2.17.5., when a discontinued need for a requisition quantity occurs regardless of line item dollar value or received status. Such submission will enable sources of supply to properly adjust demand, when appropriate, and initiate cancellation action, when feasible.

C2.17.7. Single line item cancellation requests submitted against requisitions for which Status Code BV was received may result in billing for transportation charges and/or contract termination costs in the event that the source of supply is able to effect cancellation/diversion. (See Chapter C3, Paragraph C3.28.9.)

C2.17.8. The responsibility for the utilization or disposition of materiel for which cancellation or diversion to an alternate consignee could not be effected is that of the consignee, the appropriate commander or Service headquarters.

C2.17.9. When shortages occur for previously canceled or rejected materiel, new requisitions with new document numbers, citing appropriate issue PDs, will not be submitted to sources of supply.

## C2.18. <u>RESERVED</u>

## C2.19. <u>MODIFICATION OF REQUISITIONS</u>

C2.19.1. A requisition modifier may be initiated by the requisitioner, SUPADD, or control office to modify previously submitted requisitions. Restrictions for modifying GFM requisitions and associated transactions are contained in Chapter C11[10].

C2.19.2. A requisition modifier may be used to change/modify the following fields in an original requisition document:

C2.19.2.1. Media and Status, rp 7.

C2.19.2.2. Supplementary Address, rp 45-50.

C2.19.2.3. Country FMS Offer/Release Option, rp 46 (FMS requisition).

C2.19.2.4. Freight Forwarder, rp 47 (FMS requisition).

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[10] Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

C2.19.2.5. Signal, rp 51.

C2.19.2.6. Fund, rp 52-53.

C2.19.2.7. Distribution, rp 54.

C2.19.2.8 Project, rp 57-59.

C2.19.2.9. Priority Designator, rp 60-61.

C2.19.2.10. Required delivery date or required delivery period (conventional ammunition only)[11], rp 62-64. C2.19.2.11. Advice, rp 65-66.

C2.19.3. For requisitions that are identified for continued supply action and/or shipment processing during mass cancellation situations, modifiers (DIC AM_) will be submitted at the earliest possible date and will contain an expedited handling signal “555" in the RDD field, rp 62-64. (See chapter C8.)

C2.19.4. A requisition modifier, DIC AM_ will be prepared by originating activities completing all prescribed data element entries for a requisition. The requisition modifier is usually submitted when changes to existing fields are needed to expedite processing of the requisition.

C2.19.4.1. Entries in the requisition modifier may differ from that in the original requisition only to reflect changes to one or any combination of the fields identified in subparagraph C2.19.2..

C2.19.4.2. When the SUPADD (rp 45-50), the project (rp 57-59), the RDD (rp 62-64), or the advice (rp 65-66) of the DIC AM_ is blank, these fields of the original requisition will be modified accordingly (subsistence requisitions are excluded from RDD deletion provisions).

C2.19.5. The activity initiating a requisition modifier will be responsible for furnishing notification of such action to other interested activities, such as the requisitioner and SUPADD, when modifiers are initiated by control offices. The requisition modifier will be transmitted to the last known source of supply.

C2.19.6. When the priority of a previously requisitioned item is modified and the quantity required is greater than the previously requisitioned quantity, a requisition modifier will be submitted for the original quantity and a new requisition will be submitted for the additional quantity required under the new priority. If the required quantity is less than the previously requisitioned quantity, a new requisition will be submitted for the quantity required under the new priority, and if the quantity in the original requisition will be excess to needs, a cancellation request for this requisition should be submitted.

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[11] Use of RDP for conventional ammunition last reported as not implemented by U.S. Air Force or Navy. Refer to AMCL 148..

C2.19.7. When a requisition modifier is submitted to modify the supplementary address, signal code, or fund code, the DAAS DoDAAC authority code edits discussed in C2.28.11 will be reapplied.

C2.20. RESERVED

C2.21. REQUISITIONING DoD EXCESS PERSONAL PROPERTY FROM DLA DISPOSITION SERVICES[12]

C2.21.1. DoD activities and, under certain circumstances, authorized Federal civil agencies are authorized to requisition excess personal property through DLA Disposition Services or directly from a DLA Disposition Services Field Office. Activities will request, through an accountable supply officer, only that property that is authorized by parent headquarters or command and will not request quantities of property that exceed authorized retention quantities. Each S/A will furnish DLA Disposition Services the Federal condition codes that are acceptable in relation to the supply condition code being requisitioned. DLA Disposition Services maintains a standardized and centralized control and accounting system for all excess and surplus personal property locations in the DLA Disposition Services Field Offices, and provides visibility of such property through a variety of utilization screening procedures. (See DoD 4160.21-M, "Defense Materiel Disposition Manual" for utilization policy and procedures.)

C2.21.1.1. Requisitions from DoD Activities for excess personal property will normally be routed via DAAS to DLA Disposition Services for processing or the requisition may be hand-carried to the DLA Disposition Services Field Office for property that is selected, scheduled for pickup, or required as a result of screening at the DLA Disposition Services Field Office. The RIC of the DLA Disposition Services Field Office should be placed in rp 4-6 of DD Form 1348-1A (or DD Form 1348-2) for requisitions hand-carried to a DLA Disposition Services Field Office. Activities or units unable to submit requisitions through DAAS may forward them directly to DLA Disposition Services by mail or by narrative message but it should be understood that this is not the standard procedure and should be discontinued as soon as the ability to use DAAS is realized.

C2.21.1.2. Requisitions submitted to DLA Disposition Services will be in the format specified in Appendix AP3.2, DLA Disposition Services RIC (S9D) in rp 4-6, with K, L, R, S, or T in rp 40; Signal D or M in rp 51 to denote free issue; Advice Code 2J (fill or kill) in rp 65-66 or blank; and the appropriate supply condition code in rp 71. For a specific item, the requisition will contain the Disposal Turn-in Document (DTID) number or Excess Report Number (ERN) in rp 67-80 (DTID suffix, if applicable, in rp 21). For nonstock numbered items, the DIC must be A0D or A04. Requisitions hand-carried to the DLA Disposition Services Field Office for pickup of property will be prepared on a DD Form 1348-1A (or DD Form 1348-2), as specified in Chapter C5, Paragraph C5.3. Authorized Federal civil agencies may requisition excess/surplus property from DLA

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[12] Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

Disposition Services using SF 122, "Transfer Order-Excess Personal Property," or any other transportation order form approved by GSA under the Federal Property Management Regulation (FPMR) Subchapter 4, Part 101-43. All requisitions for small arms will be submitted under Paragraph C2.24. Packing, crating, handling and transportation (PCH&T) charges will be applied using DoDM 4140.01 DoD Supply Chain Materiel Management Procedures, February 10, 2014.

C2.21.1.2.1. DIC A0_ requisitions submitted through DAAS will be edited by DAAS to determine if the requisition is for excess personal property. The DAAS edit is as follows:

C2.21.1.2.1.1. If the requisition contains K, L, R, S, or T in rp 40 and a condition code is entered in rp 71, DAAS will route the requisition to DLA Disposition Services. If a condition code is not in rp 71 and a DTID number is entered in rp 67-80, DAAS will route the requisition to DLA Disposition Services.

C2.21.1.2.1.2. If a condition code is not in rp 71 and a DTID number is not in rp 67-80 and RIC S9D is entered in rp 4-6, DAAS will reject the requisition back to the message originator with a clear-text message stating, "INVALID FORMAT FOR DLA DISPOSITION SERVICES REQUISITION."

C2.21.1.2.1.3. If the conditions in Subparagraphs C2.21.1.2.1.1. and C2.21.1.2.1.2. above are false, DAAS will continue requisition processing.

C2.21.1.2.1.4. If the requisition RIC S9D in rp 4-6 and a condition code is entered in rp 71 and rp 40 does not contain K, L, R, S, or T, DAAS will route the requisition to DLA Disposition Services.

C2.21.1.2.1.5. If a condition code is not in rp 71, and rp 40 does not contain K, L, R, S, or T, and a DTID number is entered in rp 67-80, DAAS will route the requisition to DLA Disposition Services.

C2.21.1.2.1.6. If a condition code is not in rp 71 and rp 40 does not contain K, L, R, S, or T, and a DTID number is not in rp 67-80 and RIC S9D is in rp 4-6, DAAS will reject the requisition back to the message originator with a clear-text message stating "INVALID FORMAT FOR DLA DISPOSITION SERVICES REQUISITION."

C2.21.1.2.2. For validated excess personal property requisitions, DAAS will provide the requisitioner DIC AE9 supply status transaction with Status Code BM. Requisitions with DIC A0B or A02 and RIC S9D will not be processed by DAAS to obtain an NSN. DAAS will reject the requisition using a narrative message.

C2.21.1.3. Upon receipt of the requisition, DLA Disposition Services will select the requested item for issue or provide appropriate supply status if not available. If rp 65-66 are blank and the requested materiel is not available, DLA Disposition Services will place the requisition on the requisition retention file for 60 days and furnish Supply Status Code B1. If all of the requested materiel does not become available

during the 60-day retention period, the remaining unfilled quantity will be canceled using Status Code D1.

C2.21.1.3.1. If stock is available, DLA Disposition Services will transmit an MRO, DIC A5_ (DD Form 1348-1A) to the DLA Disposition Services Field Office. In those instances where a specific item has been requisitioned, the DTID number or ERN will be perpetuated on the MRO. MROs received by a DLA Disposition Services Field Office from DLA Disposition Services will be confirmed or denied, as appropriate. Responses by DLA Disposition Services Field Offices to follow-ups (DIC AF6) will be made using the MRO with DIC AR0; MRDs with DIC A6_; or the supply status document with DIC AE6, as appropriate.

C2.21.1.3.2. DLA Disposition Services will process single-line cancellation requests or requisition modifiers if the MRO has not been transmitted to the DLA Disposition Services Field Office or if the requisition is on the requisition retention file. DLA Disposition Services will not process mass cancellation requests.

C2.21.1.4. When the DLA Disposition Services Field Office issues materiel as a result of DD Form 1348-1A (or DD Form 1348-2) being hand-carried to the DLA Disposition Services Field Office , a materiel release confirmation (MRC, DIC AR0, will be prepared in the format of Appendix AP3.14 and transmitted to DLA Disposition Services.

C2.21.2. DLA Disposition Services will respond to follow-ups under procedures in Chapter C3 and furnish status as outlined in Chapter C4.

C2.21.3. Materiel will be shipped from DLA Disposition Services Field Offices to authorized requisitioners using MILSTRIP.

C2.21.4. Requisitioner requests for modification, cancellation, or follow-up to DLA Disposition Services will be processed under Paragraph C2.13, Follow-up, C2.17, Cancellation and C2.19, Modification.

C2.22. <u>REQUISITIONING CONTRACTOR INVENTORY FROM PLANT CLEARANCE AUTOMATED REUTILIZATION SCREENING SYSTEM (PCARSS)</u>. Acquiring agencies may view excess Government-furnished property (GFP), create requisitions, and see the status of current requisitions using PCARSS eTools. Authorized users may search for inventory or create alerts to be notified when desired items become available. The requisition content does not conform to MILSTRIP procedures/formatting. Detailed information about PCARSS requisitioning procedures is available at the DCMA Website.

## C2.23 REQUISITIONING ***IN SUPPORT OF AN INTER-SERVICE MAINTENANCE AGREEMENT*** [13]

C2.23.1. When ***scheduling a reparable item*** for organic maintenance ***under a Depot Maintenance Inter-Service Agreement (DMISA) or comparable inter-Service support agreement***, based on the repair schedule, the maintenance activity will requisition the ***reparable item*** from the ***Principal (***materiel owner***)*** using an A0_ in the format specified in Appendix AP3.2. All requisitions will cite Advice Code 2J (fill or kill) in rp 65-66, and the appropriate supply condition code in rp 71. ***Requisitions will cite Project Code 3AB (repair and return under maintenance agreement) or 3BB (repair under maintenance agreement). When requesting specific assets, maintenance activities may cite the supply condition code (SCC) applicable to the reparable item requested. Authorized SCCs include D, F, G, and Q. Requisitions for induction of a Product Quality Deficiency Report (PQDR) exhibit for warrantied maintenance will cite SCC Q.***

C2.23.2. ***In response to requisitions citing Project Codes 3AB or 3BB, the Principal will direct release of the reparable item from the storage activity to the repair agent. The Principal will establish a due-in and provide a pre-positioned materiel receipt (PMR) to the repair agent to ensure the item is receipted under the correct ownership (refer to MILSTRAP, Chapter 4).***

C2.23.3. To preclude billing by the materiel owner, the A0_ requisition will also contain the following data elements to denote free issue. For A0_s submitted to:

C2.23.3.1. Air Force: For Air Force principals (RIC To F**), use Project Code "3BB" in rp 57-59

C2.23.3.2. Navy: For Navy principals (RIC**-**To N***RP***), use ***N00391 in rp 45-50,*** Signal Code B in rp 51***,*** and Fund Code 26 in rp 52-53.

C2.23.3.3. Army: For Army principals (RIC**-**To A** or B**), use Project Code "3BB" in rp 57-59; Fund Code GM in rp 52-53, and Signal Code D or M in rp 51.

***C2.23.3.4. Marine Corps: For Marine Corps principals (RIC-To MPB), use Project code 3BB.***

***C2.23.4. Organic maintenance activities operating under a DMISA or comparable inter-Service support agreement will requisition nonconsumable repair parts required for a maintenance action using Project Code 3AD. Maintenance activities will direct reparable item requisitions to the Principal whose assets are intended are to be used for the repair (rather than to the source of supply). Directing requisitions to the Principal ensures appropriate actions are taken.***

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[13] ***Refer to ADC 1176. Staggered implementation of SCC for requisitions authorized.***

***C2.23.4.1. Directing requisitions to the Principal precludes rejection of the requisition because the repair agent may not be a registered user of the materiel.***

***C2.23.4.2. Passing the requisition to the Principal reduces financial losses that would be incurred to purchase new materiel while previously purchased materiel is sitting in the Principal's inventory. This will reduce inventory balances as intended at the designated Principal, and does not unnecessarily draw down inventory at the supply source.***

***C2.23.4.3. Requisitioning from the Principal eliminates the possibility that the source of supply will satisfy the requisition with a substitute item which may not be best suited for the repair.***

***C2.23.4.4. This method of requisitioning facilitates accurate demand history capture at the source of supply (where it would otherwise be overstated) and improves forecasting by the Principal (where it would otherwise be understated).***

***C2.23.5. Organic maintenance activities will direct consumable item requisitions to the source of supply. Project Code 3AD does not apply. DAAS will process requisitions under MILSTRIP routing rules or by Service agreement.***

***C2.23.6. DAAS will pass requisitions (DIC A0_), modifications (DIC AM_), and follow-ups (DIC AT_) containing Project Codes 3AB, 3AD, and 3BB to the designated recipient (rather than routing to the source of supply).***

C2.24. REQUISITIONING CONVENTIONAL SMALL ARMS FROM DLA DISPOSITION SERVICES

C2.24.1. Conventional small arms as identified in DLM 4000.25-2 (MILSTRAP) will generally fall into one of the following FSCs: 1005, 1010, 1015, 1025, 1040, 1055, 1090, and 1095. However, this list is not to be considered all inclusive. DLA Disposition Services will treat any weapon meeting the general guidelines of small arms accordingly, regardless of the FSC. This covers all weapons meeting these criteria, regardless of origin (including foreign, commercial, confiscated, and nonappropriated funds weapons and museum pieces).

C2.24.2. All DoD requisitions for small arms will be submitted by an accountable supply officer to the CONUS integrated materiel manager (IMM). Requisitions must include the following exception data: DTID number/ERN, as appropriate, and PCH&T citations. Such requisitions received directly by DLA Disposition Services or the DLA Disposition Services Field Office will be rejected to the requisitioning activity. Requisitions approved by the IMM will be mailed to DLA Disposition Services, Battle Creek, MI 49017-3092, ATTN: DLA Disposition Services-U.

C2.25. SHIPMENT TRACING

C2.25.1. When shipment status has not been requested and materiel has not been received in normal transit time, a follow-up (DICs AF1, AF2, or AF3) will be submitted by the requisitioner.

C2.25.2. When shipment status has been received evidencing that shipment has been made, follow-ups (DICs AF1, AF2, AF3, AT_, and AFC) will not be submitted. These actions would result only in receipt of another shipment status document with the same data.

C2.25.3. If materiel has not been received and the date of shipment cited in the shipment status transaction indicates that normal transit time has expired, a request for shipment tracing will be initiated using DTR 4500.9-R.

C2.25.4. When the shipment cannot be located or traced using information in the initial DIC AS_ shipment status transaction, a DIC AFY follow-up transaction will be submitted to the last known supply source to request the DoDAAC of the initial (origin) transportation shipping activity using the Appendix AP3.5 format. Upon receipt of the IC ASY response , the requesting activity will furnish this DoDAAC information to its local transportation officer for shipment tracing under DTR 4500.9-R[14].

C2.26. RESERVED

C2.27. SPECIAL GSA PROCEDURES ON NONMAILABLE ITEMS

C2.27.1. A requisition submitted to GSA with Advice Code 2A (item not available locally) will be processed regardless of possible excessive transportation costs.

C2.27.2. A requisition submitted to GSA without Advice Code 2A for an item valued at $25 or less will be canceled (with Status Code CW) if, at time of shipment, transportation costs in excess of 50 percent of the item value would be incurred in shipping the order. GSA will notify the ordering activity when this condition exists, and the requisitioner should attempt to procure the item locally. If local procurement cannot be effected, a new requisition should be submitted with Advice Code 2A. In response, GSA will supply the item regardless of transportation costs.

C2.27.3. Grant Aid and FMS requisitions under these procedures will not be returned for local procurement.

C2.28. DEFENSE AUTOMATIC ADDRESSING SYSTEM EDIT OF INCOMING REQUISITIONS

C2.28.1. DAAS will edit all incoming requisitions and other MILSTRIP transactions for data errors and validity under procedures in DLM 4000.25-4 DAAS Manual.

[14] Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

C2.28.2. As a result of these edits, DAAS will correct data entries or reject transactions. In the case of source of supply errors, the correct source of supply will be entered in the RIC field and the transaction rerouted, as appropriate.

C2.28.3. DAAS will reject all requisitions/EMALL orders containing GY/GZ series activity address codes (AAC) . DAAS will furnish DIC AE9 transactions with Status Code CX to advise all concerned of the rejection of the requisition.

C2.28.4.. DAAS will pass all DIC A02 and A0B transactions to the RIC present in the incoming transaction.

C2.28.5. DAAS will use AP2.13 to validate requisitions for invalid/expired Office of the Secretary of Defense/Chairman of the Joint Chiefs of Staff (OSD/CJCS) Category D project codes. DAAS will blank out the inappropriate project code and furnish DIC AE9/BK status to the customer.

C2.28.6. DAAS will validate F/AD I/UMMIPS priority usage through the requisitioning process. Requisitions containing an unauthorized priority designator according to Appendix AP2.14 will be downgraded. DAAS will furnish DIC AE9/BK status to the customer.

C2.28.7. DAAS will perform validation of requisitions (DICs A0_, AM_, AT_, A3_, A4_, and APR) for accuracy and reasonableness of the entry in the RDD field and its compatibility with the PD. DAAS will furnish DIC AE9/BK status to advise the requisitioner of the resulting modification. For Security Assistance requisitions forwarded to the applicable International Logistics Control Office (ILCO), DAAS will not blank out customer input. DAAS will perform PD and RDD edits according to Table C3.T2 (MILSTRIP Chapter 3).

C2.28.8. DAAS will perform validation of requisitions for authorized ordering or billing DoDAACs. DAAS will furnish DIC AE9 transactions with Status Code CX to advise all concerned of the rejection. Requisitions will be rejected if the requisitioning DoDAAC:

C2.28.8.1. First position is F followed by all numerics, FA or FY.

C2.28.8.2. May not be used for billing.

C2.28.8.3. Bill-to activity identifies a United States Air Force (USAF) DoDAAC that is not authorized for use.

C2.28.9. DAAS will identify non-appropriated instrumentalities, special program requisitioner DoDAACs (1st position numeric 2nd position alpha series), and prime vendor contractors using non contractor DoDAACs for billing and provide for billing under non interfund procedures by changing the fund code for these requisitions to XP. DAAS will furnish DIC AE9/BK status to the customer. These entities are identified as follows:

C2.28.9.1. A DoD Prime Vendor contractor is identified as a DoDAAC beginning with SD.

C2.28.9.2. A non-appropriated funded activity is identified as a DoDAAC beginning with FT or FF.

C2.28.9.3. The bill-to activity is identified by DoDAAC FG4302.

C2.28.10. DAAS will perform validation of requisitions for authorized DoDAACS. Reject requisitions when the requisitioning or bill-to-activity identifies a USAF DoDAAC that is not authorized for this use. These DoDAACs are identified by their structure: the first position is an “F,” followed by one numeric character in position two, and an alpha character in position three. DAAS will furnish DIC AE9 transactions with Status Code CX to advise all concerned of the rejection of the requisition.

C2.28.11. DAAS will perform validation of requisitions for authorized ordering, bill-to or ship-to DoDAAC according to the DoDAAC Authority Codes shown in Table C2.T1, and will reject requisitions that do not meet the DAAS DoDAAC Authority Code edits. DAAS will furnish DIC AE9 transactions with Status Code CX to advise all concerned of the rejection of the requisition. If the transaction failing the edit is DIC AM_, DAAS will reject with supply status DIC AE_ and status code D7.

Table C2.T1. <u>DoDAAC Authority Codes</u>

| Code | Description | Definition |
|---|---|---|
| 00 | Requisition | Authorized to initiate a requisition/purchase for goods and services. Authorized ship-to and bill-to. |
| | Required: TAC 1, TAC 2, TAC 3 | |
| | Restriction: None | |
| | Business Rules: Can be used for any business process. | |
| | DAAS DoDAAC Authority Code Edit: No additional edit. | |
| 01 | Ship-To Only | Can only be used as a ship-to address with no other implicit authority. |
| | Required: TAC 1, TAC 2 | |
| | Restriction: Not authorized for requisition or bill-to. | |
| | Business Rules: Used as a ship-to designation. | |

Table C2.T1. DoDAAC Authority Codes

| Code | Description | Definition |
|---|---|---|
| | DAAS DoDAAC Authority Code Edit: DoDAAC may only be used in the MILSTRIP legacy requisition supplementary address field (record positions 45-50) with signal code J, L, M, X. Under DLMS, DoDAAC may not be used in N101 with codes OB, BT, and BS, and may not be used in N901 with code TN. | |
| 02 | Finance (Bill-To Only) | DoDAAC can only be used as a bill-to |
| | Required: TAC 1, TAC 3 | |
| | Restriction: Cannot requisition or be used as a ship-to designation. | |
| | Business Rules: Used as a bill-to designation. | |
| | DAAS DoDAAC Authority Code Edit: DoDAAC may only be used in the MILSTRIP legacy requisition supplementary address field (record positions 45-50) with signal code B. Under DLMS, DoDAAC may not be used in N101 with codes OB, ST, Z7 and BS, and may not be used in N901 with code TN. | |
| 03 | Do Not Ship-To | Cannot be used as a ship-to destination |
| | Required: TAC 1, TAC 3 | |
| | Restriction: Cannot be used as a ship-to designation. | |
| | Business Rules: Can requisition or be used as a bill-to designation. | |
| | DAAS DoDAAC Authority Code Edit: If DoDAAC used in the MILSTRIP legacy requisitioner field (record positions 30-35), it must contain signal code J, K, L, M, or X. If used in the requisition supplementary address field (record positions 45-50, it must contain signal code A, B, C, or D. Under DLMS, DoDAAC may not be used in N101 with codes ST, Z7 or BS. | |
| 04 | DLA Disposition Services Only | DLA Disposition Services Only (e.g., State agencies surplus). Used to identify Activities who have no requisition authority other than for DLA Disposition Services Only materiel. |
| | Required: TAC 1, TAC 2, TAC 3 | |

Table C2.T1. DoDAAC Authority Codes

| Code | Description | Definition |
|---|---|---|
| | Restriction: Cannot requisition new materiel. Only authorized to obtain materials from DLA Disposition Services (DOD excess only). | |
| | Business Rules: Although the material is normally provided as a free issue; in some instances a cost may be required. Consequently, TACs 1 through 3 are required to cover every possibility. | |
| | DAAS DoDAAC Authority Code Edit: DoDAAC may only be used with DLA Disposition Services RIC (S9D) in record positions 4-6. Under DLMS, DoDAAC may only be used with DLA Disposition Services RIC (S9D) in RIC To. | |
| 05 | Non-Requisition | Cannot initiate a purchase or request for goods and services |
| | Required: TAC 1, TAC 2 | |
| | Restriction: Cannot requisition/purchase goods/services. | |
| | Business Rules: Used as a ship-to designation. | |
| | DAAS DoDAAC Authority Code Edit: DoDAAC cannot be used in the MILSTRIP legacy requisitioner field (record positions 30-35). Under DLMS, DoDAAC cannot be used as N101 code OB or N901 code TN. | |
| 06 | Free Issue | No cost option. The activity is restricted to items that are available without cost (e.g., DLA Disposition Services, NGA Maps). |
| | Required: TAC 1, TAC 2 | |
| | Restriction: Cannot requisition/purchase any good/services. | |
| | Business Rules: Similar to DLA Disposition Services, but can request free of cost items (e.g., maps from National Geospatial-Intelligence Agency (NGA)). Can be used as a ship-to designation. | |
| | DAAS DoDAAC Authority Code Edit: DoDAAC may only be used with signal code D or M. Under DLMS, DoDAAC may only be used with PO105 code NC. | |

Table C2.T1. DoDAAC Authority Codes

| Code | Description | Definition |
|---|---|---|
| 07 | Administrative | Administrative only. This code is used for information/identification purposes only (e.g., Defense Courier Service (DCS), or contingency/emergency use). |
| | Required: TAC 1 | |
| | Restriction: Cannot requisition, be used as a ship-to- designation, or be used as a billing designation (TAC 2 and TAC 3 are not allowed). . | |
| | Business Rules: Information/identification use only. | |
| | DAAS DoDAAC Authority Code Edit: DoDAAC may not be used in MILSTRIP legacy requisition in record positions 30-35 or in record positions 45-50 as a “ship to” or “bill to”. Under DLMS, DoDAAC cannot be used with N101 codes OB, BT, BS, ST, or Z7 or in N901 code TN. | |

C2.28.12. Reserved.

C2.28.13. Deleted DoDAACs and Requisitioning Processing. Obsolete or invalid DoDAACs are flagged for deletion and later physically removed from the DoDAAD to prevent improper requisition transactions from being processed through DAAS. Once the delete date has passed, the DoDAAC will remain in the DoDAAD for six years and three months before the record is physically removed. New requisitions may not be processed against these deleted DoDAACs. However, outstanding interfund bills (with the bill-to authorized in accordance with the DoDAAC authority code) that are associated with previously processed requisitions will not reject due to invalid DoDAACs during this period. After the six years and three months period, deleted DoDAACs are physically removed from the DoDAAD, and all subsequent requisitions or bills will reject due to invalid DoDAACs.

C2.28.14. Requisition Date Edit. DAAS will edit requisitions to reject any requisitions that are greater than one calendar year old, or are more than one day in the future.[15] For all requisitions (DIC A01, A0B, A02, A0E, A05, A07, A04, A0D), where the requisition is not applicable to FMS Grant Aid or Navy initial outfitting (document number Service Code N, R, or V, and Fund Code equals: VO (Victor Oscar), V7 (Victor Seven), or LQ ( Lima Quebec), QU (Quebec Uniform) or QZ (Quebec Zulu)), then:

C2.28.14.1. Reject requisitions that are more than one day in the future. If the document number ordinal date YDDD (rp 36-39) converted to CCYYDDD is greater

[15] Refer to ADC 427A, Requisition Document Number Date Edit

than the current date plus 1 (CCYYDDD + 1), reject with Supply Status CD, and if less than or equal to the current date plus 1, allow to process.

C2.28.14.2. Reject requisitions that are greater than one year old. If the document number ordinal date YDDD (rp 36-39) converted to CCYYDDD is equal to or less than the current date minus 1 year (CCYYDDD – 1000), reject with Supply Status CD, and if greater than the current date minus 1 year (CCYYDDD - 1000), allow to process.

# C3. CHAPTER 3

# REQUISITION PROCESSING AND RELATED ACTIONS

## C3.1. GENERAL

C3.1.1. Sources of supply receiving requisitions, modifiers, passing orders, referral orders, follow-ups, redistribution orders (RDOs), and cancellations, regardless of the method of transmission, will process such transactions using these procedures. Sources of supply will validate the data elements and codes in these transactions and perform changes, continue the processing action, or reject[1] the documents as indicated in Table C3.T2 (Paragraph C3.42). See Appendix AP2.16 for appropriate requisition transaction status codes.

C3.1.2. When sources of supply and storage activities utilize the sequential (or batch) method of processing and do not possess real time processing capability, such processing is to be performed as frequently as necessary to meet Uniform Materiel Movement and Issue Priority System (UMMIPS) time standards, or specific Required Delivery Date RDD for subsistence requisitions, as applicable. In every such cycle, cancellation requests, document identifier code (DIC) AC_, including automatic cancellation initiated by the source of supply) and materiel obligation validation (MOV) reconciliation requests (DIC AP_) will be processed prior to backorder releases and new requisitions (DIC A0_). Demands will be sequenced as follows:

C3.1.2.1. Priority Designator (PD) in rp 60-61.

C3.1.2.2. Office of the Secretary of Defense/Joint Chiefs of Staff (OSD/JCS) project codes, when entered in rp 57-59.

C3.1.2.3. Expedited Handling Signal (999 in rp 62-64) with PD 01, 02, or 03 in rp 60-61.

C3.1.2.4. N (Not mission capable supply (NMCS)) in rp 62 and PD 01-08 in rp 60-61.

C3.1.2.5. E (Anticipated not mission capable supply (ANMCS)) in rp 62 and PD 01-08 in rp 60-61.

C3.1.2.6. Expedited Handling Signal (555 in rp 62-64) and PD 01-08 in rp 60-61.

C3.1.2.7. Requisition document number date in rp 36-39.

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[1] Rejection of transactions will be accomplished only after an attempt has been made to correct the questionable data element or code. If rejection actions are applicable to more than one data element or code and no other reject status code applies, reject using Status Code CA.

C3.1.2.8. Required delivery period (RDP) in rp 62-64, if later than the computed standard delivery date (SDD) - conventional ammunition only.[2]

C3.1.3. Backordered requirements will be merged (in above sequence) with all new transactions in any requisition processing cycle in which additional assets become available; for example, receipts of materiel and debit on hand adjustments.

C3.1.4. Processing points will record date of receipt on rp 67-69 of each received requisition, redistribution order, and passing order. The actual date of receipt will be captured in requisitioning transactions. Manually prepared requisitions or mailed requisitions submitted by requisitioners will be processed by the source of supply to reflect the actual date of receipt of the manually prepared or mailed requisitions. The actual date of receipt will also be indicated by the source of supply in requisitions received via Defense Information Systems Network (DISN). The date may be captured by supply or communications personnel in the individual requisitions and must be compatible with the applicable transmission transaction receipt date. This date will not be perpetuated into subsequent passing orders when moving between distribution systems, but will be perpetuated into subsequent referral orders moving within the same distribution system. Date of receipt will enable sources of supply to compute the requisition submission time. Computation will be made by subtracting the date in rp 37-39 of the demand transaction from rp 67-69, recognizing the year indicator in rp 36 when the value of rp 67-69 is less than that in rp 37-39. The submission time in the transactions will provide a basis for the inventory control points (ICPs) to measure the first cycle segment of supply effectiveness. The routing identifier code (RIC) "From," when utilized, will be placed in rp 74-76 of RDOs, referral, and passing orders.

C3.1.5. The transaction document number; such as the entries in rp 30-43, and rp 44 when a suffix is applicable, will be used as a basis for determining duplicate transactions. The recipient will disregard duplicate requisitions, passing/referral orders, RDOs, and materiel release orders (MROs).

## C3.2. RESERVED

## C3.3. EFFECT OF PRIORITY DESIGNATOR ON REQUISITION PROCESSING

C3.3.1. Each requisition will contain a PD assigned by the requisitioning activity, which will not be changed by processing points except as noted in this chapter. The assigned PD dictates the precedence of internal supply processing actions (e.g., from the receipt of a transaction until release to transportation) and determines the SDD. Mandatory time standards for processing of transactions are indicated in DoDM 4140.01, Volume 8, "DoD Supply Chain Materiel Management Procedures: Materiel Data Management and Exchange", February 10, 2014. For subsistence requisitions, the assigned RDD is the primary processing criterion, while the assigned PD dictates the precedence of internal supply processing action for requisitions reflecting identical

[2] Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

RDDs. Time standards indicated in UMMIPS do not apply to subsistence requisitions. (See Appendix AP2.14.)

C3.3.2. On occasion, available assets will be insufficient to satisfy all current demands and backorders for specific items. The integrated material manager (IMM)will reserve assets of such critical items through the use of item control levels and criteria that will restrict issue to specific categories of requirements only (e.g., those within designated ranges of PDs, CJCS approved projects, or firm commitments for delivery of materiel to Grant Aid (GA) recipients). Control levels will be established for IMMs to reserve stocks for issue only for PD 01-03. These requirements will be satisfied by issue to zero stock balance of serviceable stocks. Control levels may be established at the discretion of the IMM to reserve a greater level of stocks that may not be issued for PD 09-15 requirements.

C3.3.3. Control levels will also be established by the source of supply to restrict issues against requisitions for the initial fill of Pre-Positioned War Reserve Materiel Stocks (PWRMS) consumable item requirements to ensure that:

C3.3.3.1. Assets available below the approved force acquisition objective (AFAO) are not issued against requisitions for PWRMS requirements that contain Signal D or M in rp 51 regardless of PD.

C3.3.3.2. Assets available below the reorder point (ROP) are not issued against requisitions for PWRMS requirements containing a signal other than D or M in rp 51 and a PD of 11-15 during initial processing of the requisition. Subsequent processing of such requisitions is prescribed in Paragraph C3.5. below.

C3.3.4. OSD/JCS projects, when so designated, and PD 01-03 requisitions containing code 999 in rp 62-64 in lieu of the RDD/RDP[3] will be ranked above all other requisitions with the same PDs for processing purposes. Code 999 requisitions and related transactions will receive special attention to provide for expedited processing actions.

C3.3.5. When system-wide inventory levels do not permit positive supply action on all requisitions within a given PD, supply procedures will provide for a release of demands containing the specifically designated OSD/JCS project codes and code 999 in the RDD field as the respective most urgent. PD 01-08 requisitions, including foreign military sales (FMS) requisitions containing Expedited Handling Signal 555 in the RDD field and other requisitions/materiel obligations will be processed for release under Paragraph C3.1.2. in this chapter.

[3] Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

C3.4. SOURCE OF SUPPLY PROCESSING OF REQUISITIONS WITH ADVICE CODE 2D, 27, OR 29[4]

C3.4.1. Upon receipt of any requisition displaying Advice Code 2D, 27 or 29, an edit will be performed to determine whether an increase in the requisition quantity to the quantity unit pack is less or more than $5. Disregard the advice code if less than $5. If $5 or more, honor the advice code and process for the exact quantity requested. When a quantity adjustment is made using the above criteria, notify the customer using BJ status.

C3.5. SOURCE OF SUPPLY PROCESSING OF PRE-POSITIONED WAR RESERVE MATERIEL STOCK REQUISITIONS

C3.5.1. Sources of supply, except the General Services Administration (GSA), will process funded and unfunded requisitions for the initial fill of PWRMS consumable item requirements using the criteria established below. GSA will process only funded requisitions for PWRMS requirements and does not differentiate between those requisitions and others.

C3.5.2. Upon receipt of PWRMS requisitions for the initial fill of consumable item requirements (Demand Code 0 in rp 44 and Project Code 3AA in rp 57-59), the source of supply will determine asset availability in excess of the AFAO and:

C3.5.2.1. If sufficient assets are available in excess of the AFAO to satisfy the total requisition quantity, the total requisition will be processed as free issue, regardless of the signal in rp 51.

C3.5.2.2. If the assets available in excess of the AFAO are not sufficient to satisfy the total requisition quantity, then the portion of the requisition quantity equal to the quantity of assets available in excess of the AFAO will be processed as free issue, regardless of the signal in rp 51, and the balance of the requisition quantity will be processed under Subparagraph C3.5.3. below.

C3.5.3. When the source of supply determines that assets are not available in excess of the AFAO, the signal in rp 51 of the PWRMS requisition for the initial fill of consumable item requirements (Demand Code 0 in rp 44 and Project Code 3AA in rp 57-59) will be checked and:

C3.5.3.1. If the signal is D or M, the unfilled quantity on the requisition will be rejected. The rejection will be accomplished under Status Code CB since all unfunded PWRMS requisitions will be processed as “fill or kill.”

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[4] Procedures for quantity adjustment related to requisitions with Advice Codes 2D, 27, or 29 last reported as not implemented by GSA. Refer to AMCL 161.

C3.5.3.2. If the signal is other than D or M, the PWRMS requisitions will be processed as containing Advice Code 2L in rp 65-66 and the PD in rp 60-61 will be checked to determine further processing routines.

C3.5.3.2.1. Except for subsistence, PWRMS requisitions with PD 01-03 will be processed for issue according to UMMIPS source of supply processing standards. Subsistence requisitions will be processed to meet a specific RDD.

C3.5.3.2.2. Except for subsistence, PWRMS requisitions with PDs 11-15 will be issued from assets available above the ROP or equivalent. When assets above the ROP or equivalent are not available to satisfy the requisitioned quantity, the unfilled quantity will be placed on backorder and appropriate supply status will be provided with an estimated shipping date (ESD) equal to one procurement lead time. Backordered PWRMS requisitions with PDs 11 through 15 will be released from backorder at the end of the procurement lead time or when sufficient stocks are available above the ROP. (PWRMS requisitions with PD 04-10, when received, will be processed in the same manner as PD 11-15 requisitions.)

C3.6. SOURCE OF SUPPLY PROCESSING OF REQUIRED DELIVERY PERIOD REQUISITIONS (CONVENTIONAL AMMUNITION ONLY)[5]

C3.6.1. Requisitions with an RDP that has an earliest delivery date that is within the standard UMMIPS timeframes for the PD will be processed using the time period established for that PD.

C3.6.2. Requisitions with an RDP that has an earliest delivery date that is longer than the standard UMMIPS timeframes for the PD will not be placed on backorder. If stock is not available, the requisition will be referred or rejected back to the customer. If stock is available, an MRO will be issued to the storage facility. The shipping activity will establish necessary control mechanisms to provide timely shipment to the customer.

C3.6.3. Requisitions that cannot be delivered within the RDP will be rejected with CB status.

C3.6.4. RDP procedures do not apply to FMS or Grant Aid requisitions.

C3.7. SOURCE OF SUPPLY PROCESSING OF REQUISITIONS FOR NONCONSUMABLE ITEMS FROM A NONREGISTERED USER

C3.7.1. If the PD is 01-08, the requisition will be processed for issue. Supply Status Code DS will be furnished to the requisitioner.

C3.7.2. If the PD is 09-15 and assets are available above the ROP, the requisition will be processed for issue. Supply Status Code DS will be furnished to the requisitioner.

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[5] Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

C3.7.3. If the PD is 09-15 and assets are not available above the ROP, the requisition will be rejected with Status Code CC or CN, as appropriate.

C3.8. FURNISHING STATUS. Chapter C4 prescribes and defines the various types of status data to be furnished on requisitions and in response to follow-ups, cancellations, and modifier transactions.

C3.9. SOURCE OF SUPPLY PROCESSING OF SUBSISTENCE REQUISITIONS

C3.9.1. Subsistence requisitions will not be backordered.

C3.9.2. Subsistence requisitions will be processed to meet specific RDD.

C3.10. MAINTENANCE OF REQUISITION HISTORY RECORDS. Sources of supply retain requisition history records ***in a readily accessible format*** after ***the*** closing ***of*** requisition records by cancellation, rejection, or shipment to provide responsive replies to follow-up inquiries ***in accordance with DoDI 5015.02, DoD Records Management Program***.

C3.11. REJECTION OF REQUISITIONS

C3.11.1. Rejections of requisition transactions may be accomplished by sources of supply using the appropriate status codes prescribed in Appendix AP2.16.

C3.11.2. Supply status transactions with appropriate status codes will be furnished requisitioning activities under Chapter C4 as notices of requisition rejection, with the reason for such action indicated by status code.

C3.12. PROCESSING OF REQUISITIONS FOR INDUCTION TO MAINTENANCE[6]

C3.12.1. Upon receipt of a requisition from maintenance for the purpose of inducting a reparable, the materiel owner will process the requisition on a 'fill or kill' basis and direct the issue to the co-located storage activity. If there are insufficient assets at the co-located storage activity, the requisition will be 'killed' for that portion of the requisition that cannot be issued. No billing will be initiated on requisitions from maintenance activities for Depot Maintenance Inter-Service Support Agreement (DMISA) assets, when the A0_ was submitted consistent with C2.22.2 requirements.

C3.12.2. Preparation of MROs to the co-located storage activity will be performed using the format reflected in Appendix AP3.12.

C3.12.3. The "Principal" system will interpret the A0_ Advice Code 2J ('fill or kill') as 'no substitution allowed' but will allow for a partial fill (i.e., do not backorder unfilled quantity or pass an MRO to other than the co-located storage activity). The source of supply (Principal) will furnish the requisitioning activity (maintenance) an AE_ Status Code of CB for any unfilled quantity.

[6] Phased implementation is authorized under ADC 224.

C3.13. RELEASE OF MATERIEL OBLIGATIONS

C3.13.1. A materiel obligation is that quantity of a requisitioned item that is not immediately available for issue, but which is recorded as a stock commitment for future issue.

C3.13.2. Sources of supply will establish procedures for the partial release of the materiel obligation when assets are insufficient to satisfy the entire demand consistent with the PD and delivery requirements of the requisition.

C3.14. RESERVED

C3.15. PREPARING MATERIEL RELEASE ORDERS

C3.15.1. MROs are prepared by the source of supply as a result of processing requisitions against inventory records and determination that materiel is available. MROs are issued to the storage site within the same supply distribution complex of the source having processed the requisition. MROs are used as a directive for release and shipment of materiel from stock and result in the preparation of DD Form 1348-1A, “Issue Release/Receipt Document.” MROs will be prepared using the format reflected in Appendix AP3.12. The DD Form 1348-1A may be used in lieu of the MRO.

C3.15.2. Requisitions or MROs that contain Advice Code 2T and do not contain a date in rp 62-64 will be processed under the assigned PD without regard to the advice code.

C3.15.3. Inter-Service Ownership Transfer of Ammunition/Ammunition-related Materiel. When used for inter-Service ownership transfers of non-Single Manager for Conventional Ammunition (SMCA) owned ammunition and ammunition-related materiel stored in a SMCA storage facility with no physical movement of materiel or billing, the MRO will contain Signal Code M indicating a free issue. The MRO will also include the associated data required to accomplish the transfer including the old (from) ownership code associated with the service transferring ownership, the RIC of the Service receiving ownership, and the new/gaining (to) ownership code associated with the Service receiving ownership. Pending transition to DLMS discrete data enhancements, the ownership to/from and new owner RIC will be identified in the supplementary address/supplemental data field beginning with Service/Agency Code Y (see the Appendix 2.9, Supplementary Address/Supplemental Data, for proper sequencing of these data elements into a single, concatenated field). The storage activity will update the custodial/accountable records for the materiel and quantity identified to reflect the new ownership code and RIC of the Service receiving ownership. No shipment status will be provided. See MILSTRAP procedures (DLM 4000.25-2, Chapter 5) for inter-Service ownership transfer initiated by the SMCA for SMCA-owned materiel.

C3.15.4. Expedited/Replacement Shipment Subsequent to Validated Supply Discrepancy Report. MROs directing release of materiel in response to customer requests for expedited or replacement shipment due to shortage, non-receipt, wrong item, or comparable discrepancy/deficiency will be processed using the original

document number and the next available suffix code to ensure separate billing and unique TCN assignment. When requested by the customer via Supply Discrepancy Report, an Expedited Transportation Signal 777 may be assigned for the reshipment when the original special requirements code (legacy required delivery date (RDD) field is blank or all numeric (other than 444, 555, 777) or the RDD from the original requisition is less than 8 days from the current date. Inclusion of the Expedited Transportation Signal 777 will normally cause the shipment to move by premium (air) transportation. Shipments identifying Expedited Transportation Signal 777 are subject to air clearance processing whereby the air clearance authority may consult with the requisitioner to determine if the additional expense associated with air transportation is justified and potentially direct shipment movement by a surface mode.[7]

C3.15.5. MROs directing the return of Product Quality Deficiency Report (PQDR) exhibits will include the PQDR report control number (RCN), if available, in the exception narrative.[8]

C3.16. MATERIEL RELEASE CONFIRMATION

C3.16.1. The materiel release confirmation (MRC) transaction serves as advice of supply action taken from a storage site maintaining the accountable record to the source of supply that initiated the MRO. MRC transactions will be prepared using the format contained in Appendix AP3.14.

C3.16.2. When the shipped quantity is:

C3.16.2.1. Greater than the quantity requested in the MRO due to unit pack characteristics, the MRC will contain DIC ARA.

C3.16.2.2. Less than the quantity requested in the MRO due to unit pack characteristics, the MRC will contain DIC ARB.

C3.16.3. When the shipped quantity has not been adjusted for unit pack characteristics, the MRC will always contain DIC AR0 and show the quantity actually shipped. DIC AR0 will be used for confirmation of a partial quantity shipped when the remainder is being denied. Use Subparagraph C3.21.4., to furnished MRCs, in response to DIC AF6 follow-ups.

C3.16.4. Sources of supply will follow up on storage facilities at least once every 30 days for unconfirmed MROs that are seven days old for PDs 01-08 and 15 days old for PDs 09-15.

C3.17. STORAGE ACTIVITY DENIALS OR REJECTION OF MATERIEL RELEASES

C3.17.1. Materiel release denials (MRD) are prepared by storage sites and transmitted to the source of supply that initiated the MRO as notification of negative

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[7] *Refer to ADC 1091, SDRs Requesting Expedited or Replacement Shipment.*
[8] ADC 1169, DLA Distribution Center Denial Scenarios Associated with Product Quality Deficiency Report (PQDR) Exhibits.

action on the MRO. MRDs will be prepared in the format reflected in Appendix AP3.17 and will show the quantity denied and appropriate management code.

C3.17.2. If the storage activity cannot meet the delivery timeframe specified by the RDP in rp 62-64, DIC AE6/CB status will be provided to the source of supply. The source of supply will advise eligible status recipients (applies to conventional ammunition requisitions only).[9]

C3.17.3. Materiel Release Denial (MRD) for PQDR Exhibits[10]

C3.17.3.1. DLA storage activities will prepare the MRD and send it to the source of supply for PQDR exhibits when the MRO containing the PQDR RCN does NOT match any of the RCNs on the storage activity RCN table at MRO allocation.

C3.17.3.2. When the MRO contains the PQDR RCN and the RCN DOES match an RCN on the storage activity RCN table, but the RCN in the bin location is not the expected RCN for the MRO, the DLA storage activity will prepare a MRD.

## C3.18. STORAGE ACTIVITY DENIALS OF MATERIEL RELEASES FOR INDUCTION TO MAINTENANCE[11]

C3.18.1. MRDs prepared under Paragraph C3.17. will be used to provide a negative response to the source of supply (Principal)-initiated MROs directing release of a repairable asset for maintenance action.

C3.18.2. If the storage activity cannot provide the reparable asset for maintenance action in response to directed release, the source of supply (Principal) will provide supply status using DIC AE_, CB status to advise the requisitioning activity (maintenance) that the asset is not available for induction.

## C3.19. INITIATING PASSING OR REFERRAL ORDERS

C3.19.1. Passing or referral orders are the transactions used by a source of supply to pass or refer a requisition to another source for continued supply action.

C3.19.2. Sources of supply receiving a passing or referral order will perpetuate the same DIC when referring the requisition to another source of supply for continued supply action or create an MRO for continued supply action and release of materiel. See Appendices AP3.23 and AP3.24 for passing and referral order formats. The date of receipt of the original requisition will be entered in rp 67-69 of the referral order.[12]

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[9] Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.
[10] ADC 1169, DLA Distribution Center Denial Scenarios Associated with Product Quality Deficiency Report (PQDR) Exhibits.
[11] See AMCLs 12 and 43.
[12] For referral orders submitted to the SMCA that are backorder releases from the Service ICPs, rp 67-69 will contain 888.

C3.19.3. Non-national stock number (NSN) requisitions (mechanical), when passed or referred, will be forwarded to another source of supply as follows:

C3.19.3.1. If there are no reference data in rp 70-80, DISN transmission will be utilized.

C3.19.3.2. If there are reference data in rp 70-80, it will be the option of the passing/referring activity to either omit the reference data and forward via DISN or perpetuate pertinent reference data and forward by mail.

C3.19.4. When an secondary inventory control activity (SICA) receives a requisition for a nonconsumable item from a SICA activity, the SICA may determine supply action if stocks are normally held for this purpose, or the SICA may forward the requirement to the primary inventory control activity (PICA). If forwarded to the PICA, the SICA must record the requisition as received from the SICA requisitioning activity and recode the requirement as necessary with the PICA's RIC and the appropriate combination of media and status (M&S), supplementary address (SUPADD), signal, fund, distribution, and/or project code, which will ensure PICA output of status, billing, MOV requests, and consignment instructions consistent with the SICA service's nonconsumable item program implementing instructions. If the SICA elects to use M&S 8, the SICA must identify itself in rp 54 and will not provide the SICA requisitioning activity with BM supply status. The SICA will provide the SICA requisitioning activity with status received from the PICA based on the data elements and coding contained in the original requisition.

C.3.19.5. Inter-Service Ownership Transfer of Ammunition/Ammunition-related Materiel. When used for Service-initiated inter-Service ownership transfers of Single Manager for Conventional Ammunition (SMCA) ammunition and ammunition related materiel with no physical movement of materiel or billing, the initiating referral order will cite Project Code CYK and Signal Code M indicating a free issue, in conjunction with the additional data required to accomplish the transfer. This includes the old (from) ownership code associated with the service transferring ownership, the RIC of the Service receiving ownership, and the new/gaining (to) ownership code associated with the Service receiving ownership. Pending transition to DLMS discrete data enhancements, the ownership to/from and new owner RIC will be identified in the supplementary address/supplemental data field beginning with Service/Agency Code Y (see Appendix 2.9, Supplementary Address/Supplemental Data, for proper sequencing of these data elements into a single, concatenated field). The referral order will include an M&S code or distribution code ensuring follow-on status is directed appropriately (e.g., M&S Code B); do not designate status to the supplementary address. No shipment status will be provided.

## C3.20. RESERVED

## C3.21. PROCESSING FOLLOW-UPS

C3.21.1. Follow-up transactions will be processed to determine the current status of requisitions, previously submitted cancellation requests, or the DoD activity address

code (DoDAAC) of the initial (origin) transportation shipping activity when the shipment originated from a location other than the source of supply. Time standards for dispatching status in reply to follow-ups established for the distribution system (excluding DIC AFC follow-ups) are as follows:[13]

C3.21.1.1. For PD 01-08, dispatch status within two days from the date of receipt of the follow-up.

C3.21.1.2. For PD 09-15, dispatch status within five days from the date of receipt of the follow-up.

C3.21.2. Upon receipt of DIC AT_ follow-ups for which there is no record of the original requisitions, processing points will process the follow-ups as requisitions unless Status Code BF has been previously provided in response to an earlier cancellation request under Chapter C4. This will be accomplished by changing the follow-up DIC to the appropriate DIC within the "A" series and following the normal processing routine for requisitions. However, the AT_ series transaction will only be processed as a requisition after a thorough review has been accomplished in order to preclude duplicate shipments. Status will be furnished under Chapter C4.

C3.21.3. Processing points in receipt of follow-ups in the DIC AT_ series for which there is a record of the original requisition will furnish supply or shipment status under chapter C4.

C3.21.4. A storage activity, in response to a DIC AF6 follow-up by a source of supply, will respond with shipment confirmation, denial, or supply status information, as appropriate.

C3.21.4.1. On an MRO being shipped, or which has been shipped, the storage activity will respond with an MRC, DIC AR0, ARA, or ARB after shipment.

C3.21.4.2. On an MRO in the process of being denied, the storage Activity will respond with an MRD, DIC A6_. When the MRO was previously denied, the response will be supply status DIC AE6, with Status Code BY in rp 65-66, the quantity denied in rp 25-29, and the reason for denial expressed by the appropriate management code in rp 72.

C3.21.4.3. On an MRO for which both partial shipment and partial denial occur, the procedures in Subparagraphs C3.21.4.1. and C3.21.4.2. apply for the appropriate respective quantities, except MRC; DIC AR0 will be used for the partial quantity shipped or in the process of being shipped.

C3.21.4.4. On an MRO on which shipment is being delayed, the storage Activity will respond with supply status DIC AE6, with Status Code BA in rp 65-66, and ESD in rp 70-73.

[13] Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

C3.21.5. Storage activities will use DIC AE6 with Status Code BE to respond to source of supply follow-ups if the storage activity has a record of the MRO but no record of having taken action in response to the MRO. Sources of supply in receipt of this status or for which 60 days have passed from the MRO generation date without confirmation and no materiel receipt acknowledgement (MRA) has been received will generate a DIC ASH shipment status transaction to the Defense Automatic Addressing System (DAAS). The DIC ASH transaction will be in the Appendix AP3.20 format. For DIC ASH transactions, the TCN and mode of shipment fields will be left blank and the generation date will be used as the date released to carrier.

C3.21.6. The DoD Components will establish a management evaluation program that monitors storage activities' providing BE status. Goals should be established, and the performance attained is a rating element of the activity commander.

C3.21.7. Storage activities responding to a follow-up initiated by a source of supply on an MRO for which no record is held at the storage Activity will utilize a DIC AE6 with BF supply status.

C3.21.8. Sources of supply in receipt of storage activity responses to DIC AF6 follow-ups will furnish appropriate status to eligible recipients using Chapter C4.

C3.21.9. Requests for supply assistance and follow-up inquiries requesting improvement in ESDs (DIC AFC) require management decisions relative to supply requirements that are not normally programmed in a manner to permit mechanical processing. DIC AFC transactions (on PD 01-08 requisitions only) should be manually reviewed to permit a determination as to whether the ESDs can be improved. Receipt of the AFC transactions at the source of supply serves as a notification of the need for the concerned materiel to be received by consignees on dates earlier than those that would result from the shipments accomplished using the source of supply ESDs. The actual date of the requirement need is the prerogative of the requisitioning activity. Any advancement of the ESDs, including a single day, will be considered by sources of supply as an improvement. Management decisions designed to improve ESDs should include one or more of the following and/or any other additional actions that will cause improvement in ESDs:

C3.21.9.1. Cannibalization of existing equipment.

C3.21.9.2. Acceleration of repair programs.

C3.21.9.3. Offers of interchangeable or substitutable items.

C3.21.9.4. Diversion of materiel shipments.

C3.21.9.5. Supply from reserve assets.

C3.21.9.6. Supply from known station or depot excess stocks.

C3.21.9.7. Supply resulting from screening of materiel held pending classification.

C3.21.10. During the course of actions taken to improve ESDs, follow-up inquiries will not be construed by sources of supply as authority to override any requirements of equal and/or higher priority. Consideration will not be given to diversion of any assets required to satisfy requirements of equal and/or higher priority.

C3.21.11. When determination is made that requested improvement in ESDs can be accomplished, the revised ESDs will be transmitted to status recipients. When actions taken by management do not result in improved ESDs, status recipients will be provided with the latest status applicable to the affected requisitions. Responses to DIC AFC follow-ups may be in abbreviated message format (Appendix AP1.11) at the option of the source of supply.

C3.21.12. Upon receipt of a follow-up on a previously submitted cancellation request (DIC AK_), sources of supply will:

C3.21.12.1. Provide status under the procedures of chapter C4, if the original cancellation request has been processed.

C3.21.12.2. Process the DIC AK_ follow-up as a cancellation request and provide status under the procedures of chapter C4, if the original cancellation request was not received.

C3.21.13. Sources of supply in receipt of follow-ups on requisitions for which lateral redistribution action was taken will provide applicable status as follows:

C3.21.13.1. If the current status is BA and the ESD or the UMMIPS time frame, which ever applies, has not passed, provide BA status with the appropriate ESD to the requisitioner.

C3.21.13.2. If the current status is BA and the ESD or the UMMIPS timeframe, whichever applies, has passed, provide B5 status to the requisitioner and generate a DIC AF6 with the RIC of the reporting activity in rp 4-6 and a 2 in rp 54.

C3.21.13.3. If the current status is positive shipping status DIC AS_, provide DIC AS_.

C3.21.14. Sources of supply in receipt of responses to DIC AF6 follow-ups will furnish appropriate status to eligible recipients using Chapter C4.

C3.21.15. Processing points passing DIC AF_, AT_, or AK_ follow-up transactions to another source of supply for continued action will place their RIC in rp 67-69 of the follow-up transaction. Processing points receiving such passed transactions will not automatically pass such transactions back to the processing point from which the transaction was received (e.g., the RIC “From” in rp 67-69) without obtaining the prior agreement of that activity.

C3.22. FORCE-CLOSED MATERIEL RELEASE CONFIRMATIONS

C3.22.1. Subsequent to generating a DIC ASH transaction under section C3.21.5. above for unconfirmed MROs, sources of supply will hold the MRO record open pending an MRA response (DoD 4000.25-2-M, Chapter 6, MILSTRAP). If an MRA response is received, it will be used to close the MRO record.

C3.22.2. For shipments to Security Assistance recipients, sources of supply may elect to use the MRA data or generate a DIC ARH transaction, entering the mode of shipment and date shipped from the MRA, to interface with billing. If an MRA response is not received within the initial and follow-up timeframes, the source of supply may force close the MRO using a DIC ARH transaction.

C3.22.3. For shipments to Security Assistance recipients, sources of supply will ensure that proper inventory accounting and billing procedures are applied. In response to DIC DRA transactions indicating nonreceipt, the source of supply may force close the open MRO and bill for materiel, or reprocess (ship) the materiel based upon established dollar thresholds. The ARH transaction will be in the Appendix AP3.15 format.

C3.23. PROCESSING REDISTRIBUTION ORDERS

C3.23.1. RDOs are originated by an ICP/IMM to direct release of materiel from one supply distribution activity to another within the same distribution system.

C3.23.2. For intra-Service use, an RDO may be used to direct release and shipment of materiel from a post, camp, station, or base to another similar activity to satisfy a specific demand.

C3.23.3. For intra-DLA use, an RDO may be used to redistribute DLA stock from a DLA Distribution Center to the contractor location in support of the DLA's Industrial Product-Support Vendor (IPV) program (refer to DLM 4000.25, Volume 2, Chapter 28).

C3.23.4. RDOs will be prepared in the Appendix AP3.25 format.

C3.24. RESERVED

C3.25. PROCESSING REQUISITION AND MATERIEL RELEASE ORDER MODIFIER TRANSACTIONS

C3.25.1. Sources of supply will process requisition modifier transactions to provide for modification of requisitions on backorder or for which MROs have not been processed to storage activities. The corresponding original in-process requisitions and materiel obligations will be recycled under service/agency (S/A) policy and normal processing actions will be continued to accommodate the modifier PD or RDD/RDP.[14]

[14] Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

C3.25.1.1. Modification of MROs is at the discretion of the S/As. However, modifications will not be processed against requisitions for which lateral redistribution order LROs of retail assets have been generated.

C3.25.1.2. Modification of requisitions that have been submitted to procurement sources for direct delivery is not required, except for requisition modifier documents that contain:

C3.25.1.2.1. A revised Country FMS offer/release option code (rp 46) and/or FF code (rp 47) in the format shown in Appendix AP3.22 (DIC AMF).

C3.25.1.2.2. Expedited Handling Signal 555 in the RDD/RDP data field, rp 62-64, in the format shown in Appendix AP3.22 (DIC AMP).

C3.25.1.2.3. Changes to the SUPADD and signal fields in the format shown in Appendix AP3.22 (DIC AMF). The signal code will be indicated in rp 77.[15] [16]

C3.25.1.3. The application of modifiers on requisitions for which split actions have been taken by the source of supply is at the option of the S/As.

C3.25.1.4. Sources of supply will provide status after processing requisition modifier documents as follows:[17,18]

C3.25.1.4.1. When the modifier transaction contains invalid entries for data elements listed in Chapter C2, which would require rejection under requisition edits prescribed in paragraph C3.1.1., the modifier request will be rejected by means of D7 supply status (DIC AE_). Additionally, when the modifier transaction contains entries that would result in incompatibility or improper use of the RDD and/or PD that would not be acceptable under requisition edits, the modifier will be rejected with D7 status. Note: This supply status transaction will contain the same data fields as on the unmodified requisition, except for the status code (rp 65-66) and transaction date (rp 62-64). This will allow the initiator of the DIC AM_ to rebuild the requisition as it appears on the source of supply records.

C3.25.1.4.2. When the requisition modifier transaction is not honored because the requested modifications cannot be made, sources of supply will provide B2 supply status to the activities designated on the unmodified requisition. Note: This supply status transaction will contain the same data fields as on the unmodified requisition, except for the status code (rp 65-66) and transaction date (rp 62-64). This

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[15] Revised requisition modifier procedures last reported as not implemented by the U.S. Marine Corps (USMC). Refer to AMCL 123C.
[16] Requisition modifier status last reported as not implemented by USAF and USMC. Refer to AMCL 143.
[17] Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.
[18] Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

will allow the initiator of the DIC AM_ to rebuild the requisition as it appears on the source of supply records.

C3.25.1.4.3. When the requested modifications have been successfully processed, BK supply status will be provided.

C3.25.1.5. In addition, when modifier transactions are processed, sources of supply will use the M&S and distribution codes to provide the latest supply or shipment status.[19]

C3.25.1.6. Sources of supply will process requested modifications only when all data fields can be modified as requested. If this cannot be done, reject the modifier with B2 status.[20]

C3.25.2. When S/As modify MROs, a modifier transaction will be prepared and transmitted to the applicable storage activity. The modifier transactions will be prepared as a result of processing requisition modifier transactions. The MRO will be identified with DIC AM_ as prescribed in Appendix AP2.1.

C3.25.2.1. Upon receipt of MRO modifier transactions, storage activities will modify the original MRO whenever the modifier is received prior to the actual printing of the DD Form 1348-1A. This will be accomplished by matching the document numbers of modifier transactions with document numbers of previously received MROs, including match of suffix codes.

C3.25.2.2. These modified transactions will be processed in the normal manner prescribed for MROs.

C3.25.2.3. When storage activities receive MRO modifier transactions for which they have no record of the original MRO, they will process the modifier transactions as new MROs.

C3.25.2.4. Storage activities will provide supply status (DIC AE6) to sources of supply when requested modifications are or are not accomplished, citing Status Code B2 or BK.[21]

C3.25.3. When sources of supply receive modifier transactions for which there is no record of the original requisition, process the requisition modifier transactions as a new requisition unless Status Code BF has been previously provided in response to an earlier cancellation request as specified in Chapter C4.

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[19] Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.
[20] Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.
[21] Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

C3.25.4. When modifiers are referred to another source of supply, the referring activity will enter the RIC of the activity to which the requisition was referred in rp 4-6 and its own RIC in rp 67-69 of the DIC AM_ transaction and retransmit. Processing points receiving such passed transactions will not automatically pass such transactions back to the processing point from which the transaction was received (e.g., the RIC "From" in rp 67-69) without obtaining the prior agreement of the activity.

C3.26. RESERVED

C3.27. PROCESSING SINGLE LINE CANCELLATION REQUESTS

C3.27.1. Sources of supply, procurement, storage, and reporting activities will process single line cancellations (DIC AC_) as prescribed herein and in Paragraphs C3.28. through C3.34. Policies and procedures for processing requests for mass cancellation of multiple lines/requisitions are provided in Chapter C8.

C3.27.2. Sources of supply and procurement, storage, and reporting activities are responsible for exercising the fullest practical resourcefulness in preventing the issue and shipment of unwanted materiel. The practical considerations involved in processing cancellation requests include such factors as time, related packing and handling costs, dollar value, and location of materiel for which cancellation is requested.

C3.27.3. General rules for the disposition and diversion of shipped materiel are as follows:

C3.27.3.1. Sources of supply are responsible for providing diversion and/or disposition instructions for all items under their cognizance destined for outside the continental United States (OCONUS) that have progressed to the point where procurement actions cannot be terminated or shipment into the Defense Transportation System (DTS) has occurred. When OCONUS shipments have been lifted from CONUS terminals, the responsibility for diversion or disposition is that of the consignee, the appropriate commander, or Service headquarters.

C3.27.3.2. Sources of supply may request diversion or disposition instructions from S/A contact points designated on the Defense Logistics Management Standards Website, for both nonstocked and non-NSN items. However, sources of supply may, based on their stock position, divert materiel to depot stock.

C3.27.3.3. S/As may predetermine and designate alternate consignees so that the DoDAACs of these activities may be inserted in subsequent MILSTRIP and/or Transportation-related transactions. These predetermined destinations will be based on considerations in Subparagraphs C3.27.2.2. and C3.27.3.1. above, and may vary by NSN, Federal supply classification (FSC), or Federal supply group (FSG).

C3.27.3.4. When OCONUS shipments cannot be diverted or held for disposition, storage and procurement activities will advise sources of supply when elements of the DTS were unable to accomplish the desired shipment diversion or hold. The source of supply will provide shipment status (DIC AU_) to all eligible recipients of

status. These transactions will contain a numerical day of the year in rp 57-59, as provided by the clearance authorities, indicating the day on which the shipment was lifted from the terminal for OCONUS delivery.

C3.27.3.5. When diversion of OCONUS shipments is accomplished by the DTS, sources of supply will furnish all eligible recipients supply status (DIC AE_) with Status Code B6. The advice of actions taken by the DTS will be provided under DTR 4500.9-R).

C3.27.3.6. Sources of supply will automatically initiate cancellation action for unfilled quantities of materiel obligations or open requisitions upon deletion of a DoDAAC identified as requisitioner, ship-to or bill-to activity from the DLM 4000.25, Volume 6, Chapter 2, “DoD Activity Address Directory” (DoDAAD). Applicable supply and shipment status will be furnished to authorized recipients and, in the event DAAS does not have a recorded DoDAAC, the status will be disposed of.

C3.27.3.7. Costs incurred in cancellations/diversion will be billed as provided in Paragraph C3.28.9.

C3.27.3.8. No attempt will be made to stop or divert shipments to CONUS consignees once released for shipment, regardless of mode of shipment.

C3.28. <u>SOURCE OF SUPPLY PROCESSING OF SINGLE LINE CANCELLATION REQUESTS</u>

C3.28.1. DICs AC1, AC2, and AC3 cancellation requests (Appendix AP3.7) will be processed under Subparagraph C3.1.2., including distribution of initial status, as follows:

C3.28.1.1. First, against backorders in the following order of assigned Status Codes: BB, BC, BD, BP[22], BZ, and BV.

C3.28.1.2. Second, against unconfirmed shipments (Status Code BA).

C3.28.1.3. Third, against confirmed OCONUS shipments (DIC AS_ and/or AR_), when shipped (to surface/aerial ports of embarkation (POEs) and SEAVAN assembly points) prior to ICP receipt of DIC AC_ transactions in less than 45 days for surface mode and 10 days for air mode.

C3.28.1.4. Fourth, against all other status.

C3.28.2. Processing points passing DIC AC_ cancellation transactions to another Source of supply for continued action will place their RIC in rp 67-69 of the cancellation transactions. Processing points receiving such passed transactions will not automatically pass such transactions back to the processing point from which the

[22] Staggered implementation authorized. Refer to ADC 93A.

transaction was received (e.g., the RIC “From” in rp 67-69) without obtaining the prior agreement of that activity.

C3.28.3. Cancellation actions will be initiated/accomplished against the quantity in rp 25-29 of the DIC AC_ transaction received. When the quantity in a cancellation request cannot be determined because of erroneous data, the requisition quantity or fill or backordered quantity will be edited for a quantity of one. If the quantity is equal to one, the cancellation request should be processed. Otherwise, the request will be rejected to the activity designated by the third position of the DIC AC_ transaction using DIC AE_ with Status Code CD.

C3.28.4. Processed cancellations will be edited to preclude duplicate cancellations. At minimum this edit will compare quantity (rp 25-29), transaction document number (rp 30-43), suffix (rp 44), and the numerical day of the year of preparation (rp 62-64). Duplicates will be discarded. All other cancellations will be processed as received. When a DIC AC_ transaction is received with a blank or garbled day of preparation (rp 62-64), the original day of receipt at the source of supply will be entered and processing will continue.

C3.28.5. Regardless of dollar value or quantity, cancellation requests will be processed to immediately cancel quantities for which LROs or MROs (DD Form 1348-1A) and purchase requests have not been submitted to reporting activities or depot/storage and procurement activities.

C3.28.6. If the quantity in the cancellation request is equal to or less than the backorder quantity at the source of supply (Status Code BB, BC, or BD), cancellation will be immediately effected and supply status (DIC AE_) with Status Code BQ will be provided all authorized recipients of status. Since cancellation action cannot be effected immediately on requisitions in Status Code BV, supply status (DIC AE_) with Status Code B9 will be furnished all authorized recipients of status.

C3.28.7. If the quantity in the DIC AC_ cancellation request is greater than the backorder quantity (if any), but equal to or less than the recorded requisition quantity, the source of supply will initiate cancellation action under criteria prescribed in subparagraph C3.28.1. above. These criteria and Chapter C6 apply to FMS and Grant Aid requisitions. When the cancellation request is greater than the recorded requisition quantity, cancellation action will be initiated on the recorded quantity.

C3.28.8. When cancellation requests are against released shipments or direct vendor deliveries with Status Code BV, the source of supply will consider diversion of the materiel to depot stock or to fill other demands/backorders, or contract termination, as appropriate. The foregoing also applies to nonstocked and non-NSN materiel at S/A option, when there is a foreseeable demand for the item.

C3.28.9. In the event actions in Subparagraph C3.28.8. above are taken, Status Code B4 may be furnished to indicate that the activity designated by the signal code in the canceled requisition may be billed as follows:

C3.28.9.1. Transportation costs for returning the materiel to depot/storage and/or procurement termination costs when it is determined that termination is in the best interest of the Government.

C3.28.9.2. Specific instructions concerning materiel, transportation charges, and credit allowances are contained in DLM 4000.25, Volume 4, Finance.

C3.28.9.3. In addition to costs in Subparagraph C3.28.9.1. when applicable, rebuilding costs and other expenses incurred in canceling FMS and Grant Aid requisitions will be billed by the source of supply, under DSCA 5105.38-M (Security Assistance Management Manual). (Also, see MILSTRIP, Chapter C6.)

C3.28.10. Previously recorded demand data will be reversed by the quantity of the cancellation request. The demand data will always be adjusted regardless of the outcome of processing the cancellation request.[23]

C3.28.11. Notice of the success or failure of cancellation or diversion actions will be provided to all eligible status recipients identified in the original requisition under Chapter C4. This notice will be in the format of supply status (DIC AE_) or shipment status (DIC AU_) as follows:

C3.28.11.1. Supply status (DIC AE_) with Status Code B4, B6, BQ, BR, or BS applies to executed cancellation/diversions.

C3.28.11.2. Supply status (DIC AE_) with Status Code B9 indicates that cancellation/diversion action is being attempted.

C3.28.11.3. Shipment status (DIC AU_) will be furnished to indicate that cancellation/diversion was not accomplished.

C3.28.11.4. Supply status (DIC AE_) with Status Code B8 will be furnished when cancellation was not accomplished and Status Code B9 was previously furnished.

C3.28.11.5. Supply status (DIC AE_) with Status Code BF will be furnished to indicate no record of the document for which the cancellation request was submitted.

C3.28.11.6. Supply status (DIC AE_) with Status Code B_, C_, or D_ will be furnished for those transactions where the source of supply has a record of a previous cancellation or rejection.

## C3.29. <u>SOURCE OF SUPPLY SUBMISSION OF SINGLE LINE CANCELLATION/ DIVERSION REQUESTS TO PROCUREMENT</u>

C3.29.1. These requests may be in mechanical record format or by manual instructions; however, electronic submission of the requests is recommended.

[23] Deferred implementation authorized pending logistics system modernization.

C3.29.2. Prepare transactions using the Appendix AP3.9 format. Use DIC ACP to identify the transactions submitted to procurement. Entry of the procurement instrument identifier (PIID)[24] or purchase request number (PRN) will be dependent upon whether a *PIID* has been assigned to a contract and is known to the source of supply at the time of receipt of cancellation requests. When the PRN is used, the DoDAAC of the consignee to which shipment is to be diverted should be reflected in rp 45-50. When the source of supply does not desire diversion, rp 45-50 will be left blank.

C3.29.3. A manual request for cancellation/diversion submitted to the procurement activity will contain the following minimum information:

C3.29.3.1. Notification that the transaction is a request for cancellation or diversion.

C3.29.3.2. Identification of the source of supply submitting the request.

C3.29.3.3. The stock or part number or description of the item involved.

C3.29.3.4. The quantity of the item to be canceled/diverted.

C3.29.3.5. The original requisition document number and the suffix code, if applicable.

C3.29.3.6. Identification of the ship-to and mark-for addresses, as contained in the applicable purchase request.

C3.29.3.7. The PIID, if known; otherwise, the PRN and date of the purchase request.

C3.29.3.8. Diversion or hold instructions to include coded and in-the-clear, ship-to, and mark-for addresses for shipment if diversion is to be accomplished.

C3.29.4. Cancellation/diversion requests will be submitted to procurement activities:

C3.29.4.1. Regardless of dollar value/quantity in the request, when purchase requests have been submitted but contracts have not been awarded. This applies to items/quantities in Status Code BZ. (See Chapter C4.)[25]

C3.29.4.2. For items/quantities on awarded contracts/purchase agreements and the dollar value of the cancellation/diversion action exceeds $200.

C3.29.5. Sources of supply will decide whether the cancellation/diversion or hold actions will be suspended or continued. Decisions to continue cancellations or diversions will be provided to procurement activities by cancellation request documents

[24] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.
[25] Use of RDP for conventional ammunition last reported as not implemented by the United States Air Force (USAF). Refer to AMCL 148.

prepared in the manual format and containing the notation: "Decision for cancellation or diversion by source of supply." (See Paragraphs C3.27.3.1. and C3.31.5.)

C3.29.6. Cancellation/diversion requests or requests for determination as to whether cancellation is in the best interest of the Government will not be submitted to procurement activities when:

C3.29.6.1. The dollar value of the request is less than $200.[26]

C3.29.6.2. DD Form 250, "Materiel Inspection and Receiving Report," vendor shipment notice, or equivalent is on record indicating:

C3.29.6.2.1. Shipments to CONUS consignees were released to carriers regardless of dollar value.

C3.29.6.2.2. Shipments to OCONUS consignees were previously released to carriers, and the number of days prescribed in Subparagraph C3.28.1.3. has elapsed. Chapter C6 applies to FMS and Grant Aid requisitions.

C3.29.6.2.3. Shipment/delivery by priority mail or parcel post. In this case, shipment status (DIC AU_) will be furnished in response to received DIC AC_ cancellations.

C3.29.7. Notice of the success or failure of cancellation or diversion actions will be provided to all eligible status recipients identified in the original requisition under the procedures of Chapter C4. This notice will be in the format of supply status (DIC AE_) or Shipment Status (DIC AU_) as follows:

C3.29.7.1. Supply status (DIC AE_) with Status Code B4, B6, BQ, or BS applies to executed cancellation/diversions.

C3.29.7.2. Supply status (DIC AE_) with Status Code B9 indicates that cancellation/diversion action is being attempted.

C3.29.7.3. Shipment status (DIC AU_) will be furnished to indicate that cancellation/diversion was not accomplished.

C3.29.7.4. Supply status (DIC AE_) with Status Code B8 will be furnished when cancellation was not accomplished and Status Code B9 was previously furnished.

## C3.30. <u>RESERVED</u>

## C3.31. <u>PROCUREMENT ACTIVITY PROCESSING OF SINGLE LINE CANCELLATION/DIVERSION REQUESTS</u>

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[26] As an exception for intra-Service use only, cancellation/diversion may be submitted to procurement regardless of dollar value when critical/short supply items are affected.

C3.31.1. DIC ACP and manual cancellation/diversion requests will be processed in the sequence of PDs.

C3.31.2. Immediate cancellation action will be taken when contracts have not been awarded and/or firm orders have not been issued/placed.

C3.31.3. Procurement activities will advise the source of supply of contractual agreements that may result in unfavorable cost conditions if cancellation, diversion, or holding actions are accomplished. Sources of supply will decide whether the cancellation, diversion, or hold actions will be suspended or continued. Decisions to continue cancellation or diversion will be provided to procurement activities by cancellation request documents prepared in the manual format and containing the notation: “Decision for cancellation or diversion by sources of supply.”

C3.31.4. The cost of diversion or shipment hold actions will be provided to the source of supply for billing under Subparagraph C3.28.9. Costs incurred in contract termination and diversion will also be furnished to source of supply to permit billing as prescribed in Subparagraph C3.28.9.

C3.31.5. Procurement activities are required to initiate actions with clearance authorities to effect diversion of shipments at terminals. (Not applicable to transactions resulting from mass cancellations.) (See Chapter C8.) Procurement activities requiring diversion instructions in the instances when rp 45-50 are blank will request these instructions from the activity designated by the RIC in rp 78-80. Such requests will be accomplished by telephone or message.

C3.31.6. When the above cancellation/termination or diversion/hold action would not be in the best interest of the Government, the source of supply will be so advised and requested to furnish a decision by a specified date.

C3.31.7. Actions to cancel, divert, or terminate contracts will be initiated within one working day from the receipt of cancellation requests. These actions will be completed as expeditiously as possible, but will not exceed five working days for PD 01-08 requests and 10 working days for PD 09-15 requests. When multiple cancellation requests are received on the same day, consideration will be given to the priority of the requests, OCONUS destination, the dollar value of the materiel, and the status of the contract.

C3.31.8. The procurement activity will advise the source of supply that the attempted stop/diversion action has or has not been accomplished by the DTS within two working days of receiving the confirmation/denial notification from the DTS.

## C3.32. <u>SOURCES OF SUPPLY PROCESSING OF CANCELLATION REQUESTS FOR LATERAL REDISTRIBUTION ORDERS OF RETAIL ASSETS</u>

C3.32.1. Source of supply cancellation requests will be submitted to reporting activities regardless of dollar value and quantity when Status Code BA is recorded, but Shipment Status (DIC AS6) has not been received. The DIC AC6 will contain the RIC

of the reporting activity in rp 4-6 and Distribution Code 2 in rp 54. The source of supply will provide DIC AE_ with Status Code B9 to all eligible status recipients.

C3.32.2. If shipment status has been received, provide DIC AU_ status to all eligible status recipients.

C3.32.3. Sources of supply in receipt of responses to DIC AC6 will furnish appropriate status to all eligible recipients.

C3.33. <u>SOURCE OF SUPPLY SUBMISSION OF SINGLE LINE CANCELLATION/DIVERSION REQUESTS TO STORAGE ACTIVITIES</u>

C3.33.1. Source of supply cancellation requests (DIC AC6) or follow-ups on cancellation requests (DIC AK6), in the format of AP3.8, will be submitted to storage activities:

C3.33.1.1. Regardless of dollar value and quantity when Status Code BA is recorded, but an MRC has not been received. This applies to PD 01-15 requisitions/MROs/DD 1348-1A for CONUS and OCONUS U.S. Forces, FMS, and Grant Aid.

C3.33.1.2. When the MRC is recorded on an OCONUS shipment that was released to carrier for shipment to POE, less than 45 days by surface mode or less than 10 days by air mode, and the dollar value of the shipment exceeds $200. Also, Chapter C6 applies to FMS and Grant Aid requisitions.

C3.33.2. The DIC AC6 will contain the DoDAAC of the activity to which shipments will be diverted in rp 45-50, when shipment has already been released. When the source of supply does not desire or cannot provide diversion to a specific activity, rp 45-50 will be left blank. In the latter case, the source of supply will obtain and provide alternate destinations if requested by storage activities. (See Paragraph C3.27.3.)

C3.33.3. In the case of an attempted diversion, supply status (DIC AE_) with Status Code B9 will be furnished to eligible status recipients.

C3.33.4. Sources of supply will not provide storage activities with requests for cancellation/diversion when:

C3.33.4.1. In receipt of the MRC at the time of receipt of a cancellation request and the item requested for cancellation has a line-item value of less than $200 and is for an OCONUS shipment.

C3.33.4.2. Receipt of MRC and OCONUS shipment has been accomplished by parcel post, priority mail, or commercial express transportation service.

C3.33.4.3. When the MRC is recorded on an OCONUS shipment that was released to the carrier for shipment more than 45 days by surface mode or 10 days by air mode prior to the receipt of the cancellation request.

C3.33.4.4. Receipt of the MRC and shipment to a CONUS activity was accomplished prior to the receipt of the cancellation request.

C3.33.5. In instances described in Subparagraph C3.33.4. shipment status (DIC AU_) will be furnished to eligible status recipients.

C3.33.6. A follow-up on cancellation request, DIC AK6, may be submitted to storage activities as a result of receipt of DIC AK_ by the source of supply from the requisitioner, SUPADD, or control activity (rp 54). A DIC AK6 may be forwarded to the storage activity by the source of supply as a result of nonresponse to a previous DIC AC6.

C3.33.7. DLA Disposition Services will forward cancellation requests (DIC AC6) or follow-ups on cancellation requests (DIC AK6) to DLA Disposition Services Field Offices when an MRC (DIC AR_) has not been received for item(s) requisitioned from property disposal. If the MRC has been received from the DLA Disposition Services Field Offices, shipment status (DIC AU_) will be forwarded by DLA Disposition Services to eligible status recipients.[27]

C3.34. STORAGE ACTIVITY PROCESSING OF SINGLE LINE CANCELLATION/DIVERSION REQUESTS

C3.34.1. DIC AC6 transactions will be processed in the sequence prescribed in Subparagraphs C3.1.2., C3.28.1.2., C3.28.1.3., and C3.28.1.4..

C3.34.2. Records will be maintained to allow a determination as to whether shipped line items were in single line or multiline shipment units and the respective dollar value of each. This will allow identification of shipment units that are susceptible to cancellation and determination as to whether cancellation actions should be continued under the following policies and procedures.

C3.34.3. To the extent that processing capability is available, the S/As will develop and maintain data to:

C3.34.3.1. Allow identification of the depot work area to which shipment processing should have progressed. Work areas for consideration are:

[27] Procedures, formats, and codes for requisitioning materiel from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

| COMPUTER | STORAGE | SHIPMENT PREPARATION | SHIPPING |
|---|---|---|---|
| Mechanized processing of AC6s, and output of DD Forms 1348-1A and stop shipment | Bin Area<br>Bulk Area | Preservation Packaging<br>Packing Consolidation<br>Parcel Post | Consolidation<br>Air Freight<br>Motor (Truck)<br>Freight notices<br>Rail Freight |

C3.34.3.2. Include the maximum time experienced in processing DD Form 1348-1A (or DD Form 1348-2, "Issue Release/Receipt Document with Address Label") shipments in each of the above work areas (within total time allowed by DoDM 4140.01 "DoD Supply Chain Materiel Management Procedures", February 10, 2014 from receipt of MRO to release to transportation). Such data would provide a basis for determining the work areas where stop shipment action could most likely be taken on receipt of a DIC AC6. Transaction priority should also be considered, as it affects processing time in hours versus days.

C3.34.4. The storage activity, upon receipt of a DIC AC6, will determine the appropriate work area(s) to which stop shipment notices would be sent when cancellation of an in-process DD Form 1348-1A shipment is required. The stop shipment notices will include pertinent line item/transaction identification, priority, and information as to whether a single or multiline shipment unit is involved. A separate stop shipment notice will be issued to the current work area and every other work area through which the shipment would subsequently be processed.

C3.34.5. Cancellation will be accomplished for all items/quantities for which a DD Form 1348-1A has not been released to storage work areas.

C3.34.6. Cancellation will be attempted for all items/quantities for which a DD Form 1348-1A has been released to storage work areas and there is no record of transportation release to a carrier, unless:

C3.34.6.1. The dollar value is less than $25 for a single line shipment unit.

C3.34.6.2. The dollar value of a single line packed in a consolidated shipment unit is less than $200.

C3.34.7. The storage activity will advise the source of supply and, if applicable, all eligible status recipients of actions taken in response to cancellation requests (see Chapter C4). This notice will be provided as follows:

C3.34.7.1. When the storage activity has no record of the MRO receipt, the source of supply will be provided DIC AE6 status with Status Code BF.

C3.34.7.2. When the items have not left the depot and cancellation action is accomplished, respond only to the source of supply in the same format as the

cancellation request document with the exception that rp 4-6 will contain the RIC of the source of supply to which the transaction will be transmitted and rp 67-69 will contain the RIC of the activity preparing the transaction. This transaction will contain DIC AG6.

C3.34.7.3. When cancellation is not attempted under the less than $25/$200 criteria in Subparagraphs C3.34.6.1. and C3.34.6.2. above, the storage activity will furnish the source of supply DIC AE6 status with Status Code B8.

C3.34.7.4. When the items have been released to a carrier in shipments destined to a CONUS customer, no action will be taken to stop/divert the materiel beyond the point of shipment. The source of supply will be provided with reply to cancellation request - MRC (DIC AU0, AUA, or AUB) transactions in the format shown in Appendix AP3.14 and all eligible status recipients will be provided with reply to cancellation request - shipment status (DIC AU_) in the format shown in Appendix AP3.19.

C3.34.7.5. When the items have been released to a carrier in shipments destined for an OCONUS consignee, the storage activity will initiate actions under the DTR to stop or divert shipments within the DTS. The source of supply will be provided with DIC AE6 status containing Status Code B9.

C3.34.7.6. The storage activity will not initiate action to stop/divert OCONUS shipments within the DTS when:

C3.34.7.6.1. The items are consolidated in a multiline shipment unit.

C3.34.7.6.2. The items were in OCONUS shipments released to carriers for shipment more than 45 days by surface or more than 10 days by air mode prior to receipt of the DIC AC6.

C3.34.7.6.3. The items were shipped to OCONUS customers by priority mail, parcel post, or UPS.

C3.34.7.6.4. A single line item shipment has a total dollar value of less than $200.

C3.34.7.6.5. The single line item shipment unit has a total dollar value of less than $1,000 and was shipped in consolidation with other shipment units in larger containers (e.g., 463L Pallet, SEAVAN).

C3.34.7.7. Following receipt of confirmation that shipment stop/diversion action has been accomplished by the DTS, the storage activity will provide the source of supply with DIC AE6 status containing Status Code B6.

C3.34.7.8. When the storage activity does not initiate stop/diversion action with the DTS because of one of the conditions in Subparagraph C3.34.7.6. or, when notified that a requested stop/diversion action has not been accomplished by the DTS, the storage activity will provide reply to cancellation request - shipment status (DIC

AU1, AU2, or AU3) to all eligible status recipients and reply to cancellation request - MRC (DIC AU0, AUA, or AUB) to the source of supply. At the option of the supplying S/A, reply to cancellation request - shipment Status (DIC AU1, AU2, and AU3) may be provided to all eligible status recipients by the source of supply rather than directly by the storage activity. In this latter case the storage activity will only generate the reply to cancellation request - MRC (DIC AU0, AUA, or AUB) to the source of supply.

C3.34.8. Storage activities requiring diversion instructions when rp 45-50 of the DIC AC6 cancellation is blank will request such instructions from the activity designated by the RIC in rp 67-69. Such requests will be made by telephone or message.

C3.34.9. Actions under Subparagraphs C3.34.3. through C3.34.7. will be completed in two working days for PDs 01-08 and 5 working days for PDs 09-15.

C3.34.10. The storage activity will advise the source of supply that the attempted stop/diversion action has/has not been accomplished by the DTS within two working days of receiving the confirmation/denial notification from the DTS.

C3.35. REPORTING ACTIVITY PROCESSING CANCELLATION REQUESTS FOR LATERAL REDISTRIBUTION ORDERS OF RETAIL ASSETS

C3.35.1. Reporting activities will attempt cancellation to the maximum possible extent.

C3.35.2. When the reporting activity has no record of the LRO, the source of supply will be provided DIC AE6 with Status Code BF and Distribution Code 2 will be entered in rp 54.

C3.35.3. If cancellation cannot be accomplished, the source of supply will be provided DIC AE6 with Status Code B8 and Distribution Code 2 will be entered in rp 54.

C3.35.4. If cancellation can be accomplished, the source of supply will be provided DIC AE6 with Status Code BQ and Distribution Code 2 will be entered in rp 54.

C3.35.5. The reporting activity will not attempt diversion of materiel confirmed shipped.

C3.36. DIRECT VENDOR DELIVERY ON MILSTRIP REQUISITIONS

C3.36.1. In instances where supply of a MILSTRIP requisition is to be accomplished by direct vendor delivery (DVD), an interface is required between MILSTRIP and the purchasing operations. This interface will result in an interchange of specific information and documentation between sources of supply and procurement activities to ensure:

C3.36.1.1. Transmission of status to designated recipients in an orderly and timely fashion.

C3.36.1.2. Proper marking of shipment containers.

C3.36.1.3. Delivery of materiel using priorities or RDDs.

C3.36.1.4. Transmission of shipment status within the time standard prescribed in Chapter C4, Paragraph C4.12. to the ship-to activity designated by the signal code unless the M&S code is 8.

C3.36.2. Purchase requests will contain specific in-the-clear and coded data as specified below, that will be perpetuated on procurement instruments and related transactions:

C3.36.2.1. The original MILSTRIP requisition document number, including suffixes when assigned, SUPADD, and signal codes.

C3.36.2.2. In-the-clear, ship-to address of the ultimate consignee and mark-for address, when applicable.

C3.36.2.3. MILSTRIP project code and project name, if applicable.

C3.36.2.4. Schedule of deliveries using RDDs or Required Availability Date (RADs), whichever is applicable. Items should be listed on procurement requests in descending sequence or delivery or availability dates. (A separate requisition number is required for each delivery date, consignee, and priority.) This sequence would provide for listing items with earliest dates first and will result in the required schedule of deliveries.

C3.36.2.5. Identification and address of the activity to receive the notice or evidence of shipment made by contractors as required by Defense Federal Acquisition Regulation (FAR) Supplement (DFARS), Appendix F-401, Table 2.

C3.36.3. Requisitions to be supplied by direct delivery from sources will be identified separately from stock replenishment buys on purchase requests.

C3.36.4. Transmission of shipment status within the time standard prescribed in Chapter C4, Section C4.12. to the ship-to activity designated by the signal code unless the M&S code is 8.

## C3.37. RESERVED

## C3.38. PREPARATION OF SHIPMENTS TO DLA DISPOSITION SERVICES FIELD OFFICES[28]

[28] Requirement to provide shipment status to DLA Disposition Services on all shipments regardless of dollar value. Refer to AMCL 16. Requirement to provide the unit price on shipment status to DLA Disposition Services. Refer to AMCL 17. Establishing in-transit control procedures for shipments to DLA Disposition Services Field Offices. Refer to AMCL 158B. AMCLs 16, 17, and 158B last reported as not implemented by USAF and USMC.

C3.38.1. Shipments/transfers to DLA Disposition Services Field Offices will normally require a disposal turn-in document (DTID), (DD Form 1348-1A or DD Form 1348-2) and documentation for in-transit control of property identified by an NSN or local stock number (and excluding scrap [Supply Condition Code S], waste, nonappropriated fund activity, and lost, abandoned, or unclaimed privately owned personal property) shipped/transferred to a DLA Disposition Services Field Office on a DTID from the time of release by a shipping activity until receipt of the property by the DLA Disposition Services Field Office. Activities will furnish one DIC AS3 shipment status transaction under Chapter C4 to the DLA Disposition Services for each DTID sent to a DLA Disposition Services Field Office, regardless of dollar value.

C3.38.1.1. Only those DIC AS3 shipment status transactions applicable to shipments/transfers of usable property directed to DLA Disposition Services Field Offices with a line-item value of $800 or more per the Federal Logistics Information System (FLIS) and for all shipments/transfers of pilferable or sensitive items (based on controlled inventory item code (CIIC) code), regardless of dollar value, will be entered into the In-Transit Control System (ICS). The extended value of the shipment will be determined on the basis of the document number, quantity, and unit price. The unit price will be obtained from the FLIS.

C3.38.1.2. The use of this system will provide a capability to monitor shipments/transfers to DLA Disposition Services Field Offices. This system also provides a capability for DLA Disposition Services to furnish information to S/A headquarters concerning the shipment/transfer of property to DLA Disposition Services Field Offices.

C3.38.2. These procedures do not negate the authority of the DLA Disposition Services Field Offices to refuse acceptance of accountability and physical receipt of certain types and classes of materiel as prescribed by DoD 4160.21-M, "Defense Materiel Disposition Manual," August 18, 1997, Chapter 3. If it is determined that the materiel is not acceptable for these reasons, and the shipment is rejected/returned to the shipper, the DLA Disposition Services Field Office will provide notice of rejection to DLA Disposition Services under existing procedures, thus purging the ICS suspense file. Guidance on shipment notices and ICS processing is applicable only to usable items being shipped/transferred to a DLA Disposition Service Field Office.

## C3.39 DIRECTING MATERIEL TO DLA DISPOSITION SERVICES[29]

C3.39.1 Sources of supply will utilize the disposal release order (DRO) (DIC A5J) and related transactions to direct and control issue of supply system stocks on their records to DLA Disposition Services. DROs are transmitted to the storage site having custody of the stock and result in the preparation of the DD Form 1348-1A (or DD Form 1348-2) as outlined in Chapter 5, Paragraph C5.5. Preparation of DROs will be performed using the Appendix AP3.13 format. If the item is classified in SCC Q and is being transferred to DLA Disposition Services, the DRO will contain Management Code O (alpha) or S, as appropriate, to indicate whether the materiel is hazardous to public

[29] Ibid.

health/safety and mutilation is required. Aviation critical safety item (CSI)/flight safety critical aircraft part (FSCAP) materiel in SCC Q directed to DLA Disposition Services will always cite Management Code S. (See MILSTRAP, Appendix AP2.6). Where credit is provided, the fund code is subject to validation per Table C3.T2. DLA Disposition Services will perform mutilation in accordance with existing guidance for the NSN/type of material. The ICP/IMM should identify to DLA Disposition Services any unique instructions for disposal requiring specific methods or information regarding hazardous constituents contained in the item. When the quantity to be transferred to DLA Disposition Services exceeds the capability of the quantity field, rp 25-29, multiple DROs with new document numbers will be utilized. When multiple DROs are required; each DRO prepared for the same item will contain the total retention quantity in rp 55-61. When the quantity to be retained exceeds the capability of the retention quantity field, rp 55-61, the transactions will be processed off-line. DROs directing the disposal of PQDR exhibits will include the PQDR RCN, if available in the exception narrative.[30]

C3.39.1.1. The retention quantity in rp 55-61 of the DRO will determine the quantity of materiel to be turned in to disposal by the storage site.

C3.39.1.1.1. The quantity in rp 55-61 will be retained and all remaining stocks transferred to disposal.

C3.39.1.1.2. If the quantity on hand is less than the quantity shown in rp 55-61, the storage site will respond under Subparagraph C3.39.1. 4..

C3.39.1.2. The DRO confirmation (DRC) transaction gives advice from the storage activity to the activity that initiated the DRO of supply action taken. DRC transactions will be prepared in the Appendix AP3.16 format with DIC ARJ when the shipped quantity is the same as the quantity requested in the DRO. The DRC will contain DIC ARK when the shipped quantity is greater than the quantity requested in the DRO. The DRC will contain DIC ARL when the shipped quantity is less than the quantity requested in the DRO. The materiel owner will utilize the DRC with DIC ARK/ARL to make appropriate adjustments to the inventory records. If the quantity transferred to disposal exceeds the capability of the quantity field in the DRC, rp 25-29, the confirmation will be processed offline. ARJ/K/L transactions will be prepared and transmitted on the day materiel is delivered to the carrier for shipment to a DLA Disposition Services Field Office. The DIC AS3 transaction will be generated simultaneously with the DIC A5J/FTR or other transaction authorizing/directing shipment to disposal.

C3.39.1.3. The disposal release follow-up transaction (DIC AFJ) will be used by the source of supply to follow up on storage facilities for unconfirmed DROs 10 days after the date the DRO was created. The disposal release follow-up transaction will be prepared in the DRO format.

[30] ADC 1169, DLA Distribution Center Denial Scenarios Associated with Product Quality Deficiency Report (PQDR) Exhibits.

C3.39.1.3.1. If the DRO has been complied with, the storage facility will respond as indicated in Subparagraph C3.38.4.2..

C3.39.1.3.2. If the DRO has not been complied with and shipment is anticipated, the storage facility will respond using the Appendix AP3.16 format with DIC AEJ and the ESD in rp 57-59.

C3.39.1.3.3. If there is no record of the DRO, the storage facility will respond with BF status (rp 65-66)/DIC AEJ using the Appendix AP3.16 format.

C3.39.1.3.4. If the DRO has been denied (DIC A6J), the storage activity will respond with BY status/DIC AEJ using the Appendix AP3.16 format.

C3.39.1.4. Disposal release denials (DRD).

C3.39.1.4.1. DRDs are prepared by the storage site and transmitted to the appropriate source of supply having prepared the DRO as notification of negative action on the DRO. Preparation of DRDs will be performed under the format referenced in Appendix AP3.18 and will contain DIC A6J. Sources of supply will utilize DRD to make appropriate adjustments to the inventory records.

C3.39.1.4.2. DRDs for PQDR Exhibits[31]

C3.39.1.4.2.1. DLA storage activities will prepare the DRD and send it to the source of supply for PQDR exhibits when the DRO containing the PQDR RCN does NOT match any of the RCNs on the storage activity RCN table at DRO allocation.

C3.39.1.4.2.2. When the DRO contains the PQDR RCN and the RCN DOES match an RCN on the storage activity RCN table, but the RCN in the bin location is not the expected RCN for the DRO, the DLA storage activity will prepare a DRD.

C3.39.1.5. Disposal release cancellations are prepared by sources of supply having initiated DROs and transmitted to storage sites when it is determined that disposal actions should be discontinued. Source of supply cancellation requests will be submitted only in those instances when DROs are unconfirmed. Disposal release cancellation transactions will be prepared in the same format as the original DRO and will contain DIC ACJ. Storage activity response to the cancellation request will be by one of the following transactions:

C3.39.1.5.1. When shipment has been made, response to the source of supply will be a Disposal release cancellation.

C3.39.1.5.2. When cancellation is accomplished, response to the source of supply will be prepared in the same format as the cancellation request, with

[31] Ibid.

the exception that rp 4-6 will contain the RIC of the source of supply to which the transaction will be transmitted and rp 67-69 will contain the RIC of the activity preparing the transaction. This transaction will contain DIC AGJ.

C3.39.1.6. A disposal release cancellation follow-up transaction (DIC AKJ) may be submitted by the source of supply to obtain the latest status of a disposal release cancellation. The disposal release cancellation follow-up transaction will be in the same format as the original disposal release cancellation (Appendix AP3.13) and will be processed by the storage site as a cancellation request provided the original request was not received. If the original request has been received and all required actions have been completed, the storage site will respond to the disposal release cancellation follow-up by duplicating the previously submitted documentation.

C3.39.2. Sources of supply will utilize the reply to customer asset report (DIC FTR) (Appendix AP3.34) to notify the reporting activity that the reported quantity is in excess to source of supply requirements and that further action is authorized under appropriate S/A procedures. See Chapter C9, this manual, for detailed instructions.

## C3.40. PROCESSING MATERIEL TO THE DLA DISPOSITION SERVICES[32]

C3.40.1. Disposal Turn in Document. Activities will direct/process all accountable material to disposal using a DTID. Some categories of non-accountable property may be transferred to a DLA Disposition Services Field Office without documentation. Guidance will be provided by the servicing DLA Disposition Services Field Office. Turn-in activities will send a DTID (DD Form 1348-1A or DD Form 1348-2) (see Appendix 3.49 for data requirements) for in-transit control of property identified by an NSN or local stock number (excluding scrap [Supply Condition Code (SCC) S], waste, non-appropriated fund activity, and lost, abandoned, or unclaimed privately owned personal property) shipped/ transferred to a DLA Disposition Services Field Office. Shipment/transfer of material to a DLA Disposition Services Field Office via DTID requires authority for disposal which must be indicated in the DTID by appropriate disposal authority code, along with the reason for disposal code. Ensure property is reported to the IMM prior to DTID preparation, as required, per DoDM 4140.01. DTID documentation will control the shipment from the time of release by a shipping activity until receipt of the property by a DLA Disposition Services Field Office.

C3.40.1.1 Accept Accountability. The Field Office will accept accountability of the shipment if material is acceptable based on established criteria in DoD 4160.21-M.

C3.40.1.2. Document Receipt. The Field Office will give documentation receipt of the DTID upon request by the shipping activity. NOTE: The Field Office will always supply a copy of the signed DTID for all shipments containing quantity

[32] Refer to AMCL 158B (MILSTRIP) Intransit Control Procedures for Shipments to DRMOs (now formally known as DLA Disposition Services Field Offices). (AMCLs 16 &17 should be implemented with 158B as they affect the same procedures/transactions.) Last reported implemented completed by all except USAF & USMC.

discrepancies. The Field Office will note the difference in quantity received and quantity shipped on the DTID

C3.40.1.3. Notify Shipping Activity of Quantity Error. If an error exists because the quantity received is less than or greater than quantity entered on the DTID, the Field Office will notify the shipping activity and submit a supply discrepancy report. (See DoD 4160.21-M, Chapter 3; and DoD 4000.25-M, DLMS, Vol 2, Chapter 17).

C3.40.2 Quality Deficient Property. The transfer of an item in SCC Q requires the entry of Management Code O (alpha) or S, as appropriate, on the DTID to indicate if the materiel is not hazardous to public health/safety or national security and may not be used within DoD but may be sold by DLA Disposition Services Field Office or if the material is hazardous to public health/safety and mutilation is required. Aviation CSI/FSCAP materiel in SCC Q directed to DLA Disposition Services will always cite Management Code S. Note that the Defense Automatic Addressing System (DAAS) will edit disposal release orders (MILSTRIP DIC Code A5J) for Aviation CSI/FSCAP material in SCC Q to ensure that these contain Management Code S indicating that mutilation is required. If not, DAAS will insert Management Code S and continue processing.

C3.40.3. Shipment Status. For shipments/transfers to DLA Disposition Services Field Offices, shipping activities will send a shipment status (DIC AS3), for each DTID, regardless of dollar value. The shipment status will contain Distribution Code 9 in rp 54 identifying DLA Disposition Services, the unit price of the material, the actual quantity shipped, and the date delivered to the carrier for shipment.

C3.40.3.1 Receipt-in-Place. Through coordination with the turn-in activity, DLA Disposition Services may arrange for the turn-in activity to retain custody of the property until it is ready for sale, reutilization, transfer, or donation. When this occurs the shipment status (DIC AS3 or DLMS 856S) transaction may be provided by the turn-in activity without physical shipment of the property citing Shipment Hold Code R. Intransit control for receipt of the property is not applicable.

C3.40.3.2. DAAS will route shipment status transactions with Distribution Code 9 to the DLA Disposition Services Field Office global record making the shipment status information visible and available to all DLA Disposition Services Field Offices, as required. DAAS will edit the shipment status for the following criteria before routing the transaction to the DLA Disposition Services Field Office global record:

C3.40.3.2.1 Invalid DoDAAC, FSC, or Quantity. Reject, to the generating activity, for invalid DoDAACs, FSC (FSC does not exist), and quantity of zero or blank. The rejected transaction will be returned to the generating activity with a narrative explanation of the reason for return and instructions not to resubmit.

C3.40.3.2.2 Edit Unit Price. If the transaction contains a local stock number with a blank or zero-unit price, reject; if NSN and blank or zero-unit price, insert the FLIS price.

C3.40.3.3. The DLA Disposition Service Field Offices use the shipment status to electronically capture and validate information about incoming property from an activity that is shipping property to a DLA Disposition Service Field Office prior to physical receipt. Additionally, a subset of shipment transactions meeting the ICS criteria is used to initiate the DLA Disposition Services ICS tracking process.

C.3.40.4 Intransit Control System Processing of Shipments to DLA Disposition Services

C.3.40.4.1. General. ICS is an automated DoD process which provides a central capability to monitor and/or investigate discrepancies in shipments of material to DLA Disposition Services Field Offices which meet ICS rules. Property qualifying for ICS processing have a line item value over $800 or a Pilferable/Sensitive CIIC regardless of dollar value, and the property is being turned in to the Field Office. Pilferable CIICs are equal to: J, I, M, N, P, V, W, X, Y and Z. Sensitive Item codes are equal to: 1, 2, 3, 4, 5, 6, 8, Q, R, $.

C3.40.4.2. In-Transit to DLA Disposition Services Field Office Report. ICS provides a capability for DLA Disposition Services to furnish management information to Service/Agency headquarters concerning the transfer of property to DLA Disposition Services Field Offices. DLA Disposition Services will provide an In-Transit to DLA Disposition Services Field Office Report upon request. DLA Disposition Services will provide tailored special extract reports as requested (see Appendix 1.33).

C3.40.4.3 Electronic Turn-In Document (ETID) Process. Use of ETID for automated turn-ins to the DLA Disposition Service Field Office allows those military generators lacking an automated system to log in to ETID via the web and manually generate their DTID number or DTID number and suffix . ETID will have a direct interface into the ICS global record and will enter property qualified for Intransit tracking into the ICS on the generator's behalf. For identification purposes, ETID will construct the DTID document number or DTID number and suffix citing Utilization Code T in the first position of the serial number.[33] This will facilitate routing of follow-ups through DAAS' DAAS to the supply system of the DoDAAC of the generator and provide the capability to monitor shipments/transfers to DLA Distribution Services Field Offices. When follow-up notifications on in-transit property are required, in addition to the systemic follow-up generated by the Field Office, the ETID application will provide notification to the generating activity responsible for the property via email.

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[33] Delayed implementation authorized under ADC 464, Intransit Control System (ICS), Shipment Status (DLMS 856S/Document Identifier Code (DIC) AS3), and Disposal Shipment Confirmation Follow-up (DLMS 940R/ DIC AFX/AFZ) under Reutilization Business Integration (RBI).

C.3.40.4.4. Intransit Control System Tracking and Associated Actions

C3.40.4.4.1. Intransit Control System Suspense File. The ETID interface described above, shipment status transactions, or any receipts processed prior to shipment status meeting ICS criteria (see C16.5.1.), will initiate the ICS suspense file maintained as part of the DLA Disposition Services Field Office global record. This global record will be visible and available to all DLA Disposition Services Field Offices as required. At a minimum, the suspense file will contain the data shown in Table C3.T1.

Table C3.T1. Turn-In Processing Data Requirements

| | |
|---|---|
| Data Element | Source |
| Original DTID Number | ETID/Shipment Status/Receipt |
| UCN | Receipt |
| NSN/FSC/FSG (if available) | ETID/Shipment Status/Receipt |
| Unit of Issue | ETID/Shipment Status/Receipt |
| Extended $ Value of Shipment (if available) | Calculated from FLIS unit price |
| Controlled Inventory Item Code (CIIC) | FLIS |
| Quantity Shipped | ETID/Shipment Status |
| Date of Shipment | ETID/Shipment Status |
| Quantity Received | Receipt |
| Date of Receipt | Receipt |
| Transmission Date of Disposition Services Turn-in Receipt Acknowledgement (TRA) | TRA |
| TRA Recipient DoDAAC | TRA |
| Extended Dollar Value of Receipt | Receipt |
| $ Value of Quantity Variance Between Shipment and Receipt (if any) | (Internal Computation) |

C.3.40.4.4.2 DLA Disposition Services Field Office Processing against the Global Intransit Control System Suspense File

C.3.40.4.4.2.1. When a receipt is processed at any of the DLA Disposition Services Field Offices, it will be compared with the suspense file. The Field Office receipt will open the ICS transaction suspense file if no previous shipment status created a suspense record and the receipt value is $800 or more, or the item is

recorded as pilferable or sensitive. The suspense file will remain open for a period of 1 year from the date it is initiated, unless closed by one of the actions below.

C.3.40.4.4.2.2. All disposal shipment confirmation follow-up transactions generated as a result of ICS processing will be sent through DAAS. The Field Office will prepare the disposal shipment confirmation follow-up (MILSTRIP DIC AFX). The follow-up will be directed to the RIC of the shipping activity. If the shipping activity RIC is not known, the DoDAAC identified in the document number may be used for transaction routing. The DoDAAC in the document number may be the shipping activity itself or the activity directing the disposal action; e.g., ICP/IMM. ICPs/IMMs receiving the Follow-up will enter the shipping activity RIC as the intended recipient and resend the Follow-up through DAAS, to the shipping activity to answer directly, or coordinate with the shipping activity to perform research in order to provide either the ICP/IMM or storage activity response.

C.3.40.4.4.2.3. When the Field Office prepares the Follow-up, the transaction will include research guidance (Critical Flag) to aid the DoD Components to prioritize research and resolution of problems. The Critical Flag will identify turn-ins of sensitive items (1, 2, 3, 4, 5, 6, 7, 8, Q, R, or $), demilitarization required items (C, D, E, or F), and items identified to critical classes of supply (see DoD 4160.21-M).

C.3.40.4.4.2.4. The suspense file will be closed if the receipt matches a shipment status transaction previously recorded in the suspense file. A match is based on DTID number and FSC.

C.3.40.4.4.2.5. If the Field Office is unable to receive the property and must reject the property back to the generator, an internal Receipt Refusal transaction will be processed and matched to the record in ICS. If the internal transaction matches a shipment transaction previously recorded in the suspense file, the suspense file record will be closed. Additionally, when this occurs, an SDR will be provided to the turn-in activity.

C3.40.4.4.2.5.1. If after 90 calendar days from the date of Field Office posting the receipt to the ICS there is no matching shipment status transaction and the extended value is $800 or more, or the item is recorded as pilferable or sensitive, the Field Office will forward the disposal shipment confirmation follow-up (DIC AFX) transaction with Advice Code 36. No response is required and this notification closes the ICS suspense.

C3.40.4.4.2.5.2. If after 90 calendar days from the date of Field Office posting shipment status to the ICS there is no matching receipt transaction, the extended value is $800 or more, or the item is recorded as pilferable or sensitive, the Field Office will forward the disposal shipment confirmation follow-up (DIC AFX) transaction with Advice Code 37. The ICS remains open awaiting response.

C.3.40.4.4.2.6. If the supply status (DIC AE3) or the disposal shipment confirmation (DIC ASZ) transaction is not received within 30 calendar days of sending the disposal shipment confirmation follow-up (DIC AFX) with Advice Code 37,

the Field Office will send a second follow-up (DIC AFZ). The record will remain open for a period of 1 year from the date it was originated unless closed by a response to the second Follow-up. When moved from the active suspense file, records will be placed on an accessible history file for an additional 2 years.

C.3.40.4.4.2.7. Receipt of supply status (MILSTRIP DIC AE3) will direct further ICS processing as follows:

C.3.40.4.4.2.7.1. Receipt of supply status with Status Code DE will terminate ICS processing for the document number in question. Status Code DE indicates no shipment was made.

C.3.40.4.4.2.7.2 . Receipt of supply status with Status Code DF will terminate ICS processing and indicates property was removed from the storage area and cannot be located. Further research is being conducted within Service/Agency channels. The record will be removed from the active suspense file and placed in an accessible history file for 2 years.

C.3.40.4.4.2.7.3. Receipt of supply status with Status Code DG indicates shipment is confirmed and a signed copy of the DTID number or DTID number and suffix or a digitally signed email from ETID confirming disposition services receipt acknowledgement, is on file for the quantity shipped. This closes the record in ICS for the document number in question. DLA Disposition Services will use its own procedures to determine why notification of receipt of material was not sent by the Field Office. DLA Disposition Services will keep an accessible history file record for 2 years.

C.3.40.4.4.2.7.4. Receipt of supply status with Status Code DH indicates shipment is confirmed and a signed copy of the DTID or a digitally signed email from ETID confirming disposition services receipt acknowledgement, is on file, however the quantity on the DTID is different than the quantity on the shipment status. Further research on the quantity discrepancy is being conducted within Service/Agency channels. This will close the record in ICS for the document number in question. DLA Disposition Services will keep an accessible history file record for 2 years.

C.3.40.4.4.2.7.5. Receipt of supply status with Status Code BF indicates that the shipping activity has no record of the document number in question. This will close the record in ICS and removes the record from the active suspense file. DLA Disposition Services will place the record in an accessible history file for 2 years.

C.3.40.4.4.2.7.6. When the Disposal Shipment Confirmation (DIC ASZ) transaction is received, ICS processing for the document number in question is considered complete. Accessible history file records will contain NSNs, quantities, document numbers, dollar value of variances (if any), and the identity of applicable shipping activities and DLA Disposition Services Field Offices.

C.3.40.4.4.2.7.7. Shipping Activity Actions

C.3.40.4.4.2.7.7.1. Documentation Review. Supply organizations in receipt of the Disposal Shipment Confirmation Follow-up (DIC AFX) will ensure that applicable shipping activities review either the signed documentation (DTID) or the TRA confirming disposition services receipt acknowledgement, investigate discrepancies, and provide timely responses within 30 working days of receipt of the inquiry. Disposal shipment confirmation follow-ups with Advice Code 36 do not require a response.

C.3.40.4.4.2.7.7.2. Reserved

C.3.40.4.4.2.7.7.3. Quantity Received Verification. Upon receipt of a disposal shipment confirmation follow-up, the shipping activity will verify the actual quantity receipted, and will respond with supply or shipment status as follows:

C.3.40.4.4.2.7.7.3.1. No Shipment Record/Status. If there is no record of the shipment, nor of generating the shipment status, and no record of either a signed copy of the DTID or the TRA, the supply status (DIC AE3) with Status Code BF will be sent in response to the disposal shipment confirmation follow-up.

C.3.40.4.4.2.7.7.3.2. Shipment Status Sent but No Record. If it is determined that although shipment status had been sent, no shipment had been made or no record of shipment, other than the shipment status transaction, can be located, the supply status (DIC AS3) with Status Code DE will be sent in response to the 940R Disposal Shipment Confirmation Follow-up.

C.3.40.4.4.7.2.7.3.3. Signed DTID Receipt Not Available. If either a TRA, a signed copy of the DTID number or DTID number and suffix receipt, is not available, but investigation indicates that property was removed from the storage area and cannot be located, the shipping activity will do additional research as determined by the DoD Component procedures, including, if necessary, referral to the appropriate criminal investigative activity. The supply status (AE3) with Status Code DF will be sent in response to the disposal shipment confirmation follow-up.

C.3.40.4.4.2.7.7.3.4. No Shipping Activity Record. If the shipping activity has no record of generating a shipment status (AS3) transaction, but has received either a TRA or a signed copy of the DTID, a disposal shipment confirmation (DIC ASZ) showing the quantity receipted for in the DTID will be sent in response to the disposal shipment confirmation follow-up. A separate action may be required to close out any open SDRs applicable to this shipment.

C3.40.44.2.7.7.3.5. Supply Status Distribution Code. The supply status (AE3) and the disposal confirmation (ASZ) transactions generated by the shipping activity in response to the disposal shipment confirmation Follow-up (AFX/AFZ) will contain Distribution Code 9 to enable DAAS to route copies of these transactions to the ICS global record.

C3.40.5. Document Retention. Audit capability is required for a period of time following the transmission of the TRA transaction or comparable digitally-signed email. The DLA Disposition Services Field Office and the DoDAAC receiving the TRA transaction must retain an electronic image of the complete TRA or comparable email, including the date and time, as part of the transaction/ receiving/shipping history for a minimum of two years. The activity receiving the TRA or email may need to communicate the acknowledgement of receipt to the turn-in activity if different. Also, consistent with Chapter 6, paragraph 6.9 (Retention of Accountable Documentation) the DLA Disposition Services Field Office will still maintain scanned images of the DTID receipt documentation (DD-1348-1As) in EDOCS and the DoD Components will have access to EDOCS, as needed.

C3.41. RESERVED

C3.42. SHIPMENT TRACING

C3.42.1. Sources of supply (including depot or procurement activity when direct vendor delivery is applicable, but excluding small business firms or civilian contractors not required to process follow-ups received from Military sources), upon receipt of a DIC AFT, Request for Shipment Tracing on Registered, Insured, and Certified mail/parcel post, will:

C3.42.1.1. Initiate tracer action under United States Postal Service (USPS) Regulations to the post office from which the parcel was mailed. Postal Service Form 1510 or other prescribed form will be used.

C3.42.1.2. On receipt of the post office response, initiate appropriate action as follows:

C3.42.1.2.1. If notified that the parcel was lost, destroyed, and/or that proof of delivery could not be furnished, notify the consignee by offline narrative message to include advice to prepare discrepancy reports under Joint Regulation DLAI 4140.55, et al.

C3.42.1.2.2. If notified that the Post Office has proof of delivery, notify the consignee (based on the signal in rp 51) by offline narrative message, including particulars concerning proof of delivery, with an information copy to the source of supply.

C3.42.1.2.3. When the source of supply is a small business firm or civilian contractor not required to process follow-ups received from military sources, the AFT Request for Shipment Tracing on registered, insured, and certified mail/parcel post will be forwarded to ICP for processing.

Table C3.T2. Requisition Processing and Related Actions

| CODE OR DATA ELEMENT | ENTRY IS BLANK OR INCORRECT |
|---|---|
| Routing Identifier Code | Determine correct source and continue processing. |
| Media and Status | Process as zero (0). |
| Stock Number or Appropriate Item Identification | 1. If blank, reject.<br>2. If incorrect, research to determine[34] whether the stock number has changed (e.g., FSC changed to match the NIIN). As a result of the review, take action as follows:<br>a. If the stock number cannot be identified, reject with appropriate supply status.<br>b. If the FSC is incompatible with the NIIN, check the FSC to determine whether it matches a previously assigned FSC. If it matches, change the FSC to the current FSC, continue supply action, and furnish appropriate supply status. If it does not match, reject with appropriate supply status.<br>c. If the stock number has changed (e.g., FSC change), change the number to the new stock number and continue supply action. If the changed NSN is managed by another source of supply, initiate a passing order and furnish appropriate supply status.<br>3. If manufacturer's part number, compare to FLIS to determine whether a stock number is assigned. If assigned, change the manufacturer's part number to the stock number and continue supply action. If the NSN is managed by another source of supply, initiate a passing order and furnish appropriate supply status. |
| Unit of Issue | Enter correct unit of issue or reject. If rejected, enter correct unit of issue in rp 79-80 supply status transaction.[35] |
| Quantity | Reject. |
| Requisitioner | Discard if entry is blank or incorrect. If the DoDAAC fails the Authority Code edits in C2.28.11., reject the transaction with CX or D7 status as appropriate. |
| Date | Reject. Sources of supply may reject if other than FMS/Grant Aid or Navy initial outfitting, and the requisition date exceeds one calendar year from the transaction processing date (current date) or is more than one day in the future.[36] |
| Serial | Reject. |
| Demand | Process as recurring. |
| Supplementary Address[37] | Reject if blank or invalid and the signal code is B, J, K, L, or M. If the DoDAAC fails the Authority Code edits in C2.28.11, reject the transaction with CX or D7 status as appropriate. |
| Signal | Reject. |

[34] This edit does not apply to U.S. Navy (USN) supply sources.
[35] Requirement to provide correct unit of issue when original unit of issue on the requisition could not be converted last reported as not implemented by USN. Refer to AMCL 162.
[36] Refer to ADC 427A, Requisition Document Number Date Edit. Edit is mandatory during DAAS processing and optional for DoD sources of supply.
[37] This data element is referred to as Supplemental Data under the DLMS.

| CODE OR DATA ELEMENT | ENTRY IS BLANK OR INCORRECT |
|---|---|
| Fund | 1. Where signal code is A, B, C, J, K, or L, reject if blank or if invalid on the SFIS Fund Code to Fund Account Conversion Table.<br>2. Reject if signal code is C or L and fund code does not identify a valid bill-to activity on the Fund Code to Billed DoDAAC Table.<br>3. Requisitions prepared outside the originator's supply system must be edited by the ordering application prior to acceptance of the order for further processing.<br>4. Image and post-post transactions will not be rejected. |
| Distribution | Process as blank. |
| Project | 1. Process as blank.<br>2. If an OSD/JCS project code is entered, the requisition will be ranked above all other requisitions within the PD.[38] |
| Priority Designator[39] | 1. If Expedited Handling Signal 999 is present in the RDD field, requisition is for U.S. Forces and the PD is not 01-03, enter PD 03 and furnish BK supply status.<br>2. If an OSD/JCS project code is present in rp 57-59 and the PD entry is not an existing PD code (not 01-15), enter PD 03 and furnish BK supply status.<br>3. If NMCS/ANMCS indicator (N/E) is present in rp 62 and the PD entry is not an existing PD code (not 01-15), enter PD 08 and furnish BK supply status.<br>4. If special mass cancellation coding 555 is present in rp 62-64 and the PD entry is not an existing PD code (not 01-15), enter PD 08 and furnish BK supply status.<br>5. If Expedited Transportation Signal 777 is in rp 62-64 and the PD entry is not an existing PD code (not 01-15), enter PD 08 and furnish BK supply status.<br>6. If required availability date (A in rp 62) is present and the PD entry is not an existing PD code (not 01-15), enter PD 15.<br>7. If extended RDD (S or X in rp 62) is present and PD is other than 09-15, enter PD 15, furnish BK supply status, and process.<br>8. If work stoppage indicator (F or R in rp 62) is present and PD is not 01-08, enter PD 15, furnish BK supply status, and process.<br>9. For all other conditions, if PD is not 01-15, enter PD 15. |

[38] Elimination of requirement to change the priority on CJCS project code requisitions last reported as not implemented by USMC. Refer to AMCL 9.
[39] Refer to ADC 427A, DLMS Mapping for Air Force Unique Transactions Used between Air Force Locations and Expeditionary Combat Support System (ECSS). Edit is mandatory during DAAS processing and optional for DoD sources of supply.

| CODE OR DATA ELEMENT | ENTRY IS BLANK OR INCORRECT |
|---|---|
| Required Delivery Date[40]<br><br><br><br><br><br>Required Delivery Date (cont) | 1. If NMCS/ANMCS indicator (N/E in rp 62) is present and PD is 01-08, process. If there is an N or E in rp 62 but PD 09-15 in rp 60-61, blank the entry in rp 62-64, furnish BK supply status and process using the priority. If there is an N or E in rp 62, blank any characters in rp 63-64 and furnish BK supply status. Exception: For Air Force requisitions, blank only numeric characters (01-99); do not blank special coding to fulfill an Air Force internal requirement for NMCS/MICAP justification. (Note: This eliminates short RDDs associated with NMCS/ANMCS and expressed as number of days from requisition date.)<br>2. If Expedited Handling Signal 999 is present in rp 62-64 and requisition is not intended for U.S. Forces, blank the expedited handling signal, furnish BK supply status, and process using the priority. If requisition is intended for U.S. Forces, process.<br>3. If special mass cancellation coding 555 is present in rp 62-64 indicating continued processing during mass cancellation, process.<br>4. If Expedited Transportation Signal 777 is in rp 62-64 and PD 01-08 is in rp 60-61, process. If the PD is 09-15, blank the expedited transportation signal, furnish BK supply status, and process using the priority.<br>5. If Co-Located Customer Handling Service Indicator 444 is present in rp 62-64, process.<br>6. If RAD or extended RDD (rp 62 is A, S, or X) and rp 63-64 are not equal to 01-99, blank entry in 62-64, furnish BK supply status, and process.<br>7. If work stoppage indicator (F or R in rp 62) is present and rp 63-64 are not blank, blank entry in 63-64, furnish BK supply status, and process. (Note: This eliminates short RDDs associated with work stoppage and expressed as number of days from requisition date.)<br>8. For subsistence, except for conditions [text deleted] above, all requisitions will contain a specific RDD in ordinal day of year format. If blank, compute an SDD.<br>9. For all other conditions, blank RDD field if entry does not indicate a calendar date that falls no more than 100 days subsequent to the requisition date[41], furnish BK supply status, and process. By authorized exception[42], the 100-day edit is not applicable to:<br>(1) ammunition and ammunition-related requisitions identified by any of the following: Navy Cognizance Symbol 0T, 2D, 2E, 2T, 4T, 6T, 8E, 8T, or 8U; Federal Supply Group (FSG) 13; or Federal Supply Class (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810, or 8140;<br>(2) requisition alert processing under Navy/DLA industrial activity support agreement. |
| Required Delivery Period (Conventional Ammo Only)[43] | If rp 62 is B, C, D, G, H, J, K, L, M, P, T, U, V, or W, and rp 63-64 contains 01-99, process. |
| Advice | Process as blank. |

[40] Non-date entries in the RDD field; such as, Codes E, F, N, R, 444, 555, 777, and 999, are referenced as Special Requirements Codes under the DLMS.
[41] Not applicable for intra-USAF requisitions.
[42] Refer to ADC 1065.
[43] Use of RDP for conventional ammunition last reported not implemented by USAF. Refer to AMCL 148.

# C4. CHAPTER 4

## STATUS

C4.1. GENERAL

C4.1.1. The MILSTRIP System requires that sources of supply or management control activity (MCAs) provide status data to designated activities as notice of action taken or being taken on MILSTRIP transactions, using status codes in Appendix AP2.16. Activities to receive status data and the type of data required are designated by entry of a media and status (M&S) code in rp 7 (see Appendix AP2.4). A significant distribution code in rp 54 also designates monitoring/control offices to receive all status data. In addition to sources of supply furnishing status, the Defense Automatic Addressing System (DAAS) also generates status in selected situations as a result of editing the stock number field of requisitions. The DAAS status is furnished using the unique Document Identifier Code (DIC) of AE9 and the DAAS routing identifier code (RIC) (From) in these transactions.

C4.1.2. Status data is either “supply status” or “shipment status,” prepared by supply sources or as otherwise designated in the applicable format shown in the “3” series appendices. Status data may be informational or require additional action by recipients based on the status code in the transaction.

C4.1.3. Status transactions from sources of supply or as otherwise designated will be forwarded to DAAS for transmission to status recipients. DAAS will transmit status as indicated in Appendix AP2.4.

C4.1.4. DAAS will pass DIC AFY transactions (requests for DoD activity address code (DoDAAC) information) to the RIC indicated in rp 4-6. DAAS will route DIC ASY response transactions containing DoDAAC information, without changing the DIC, to all eligible status recipients (rp 30-35, 45-50, and 54).[1]

C4.1.5. For retail transportation and supply activities participating in the supply receipt and acknowledgement interchange documented in DLM 4000.25, “Defense Logistics Management Standards,” Volume 3, Chapter 2; status and cancellation responses will be submitted by the servicing transportation activity to the supply activity. Supply activities are still responsible for normal status reporting requirements to requisitioners and sources of supply. Note: Through use of distribution code 111, special status and cancellation response procedures apply. See DLM 4000.25 Volume 3, Chapter 2 for details.

C4.2. RESERVED

[1] Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

C4.3. TYPES OF STATUS DATA

C4.3.1. Exception Supply Status is status indicating any of the following source of supply action decisions or MCA action decisions (as indicated), alone or in combination:

C4.3.1.1. Backorder.

C4.3.1.2. Procurement for direct delivery.

C4.3.1.3. Partial issue and partial other action.

C4.3.1.4. Substitution.

C4.3.1.5. Change of unit of issue.

C4.3.1.6. Requisition rejection (source of supply or MCA).

C4.3.1.7. Passing order.

C4.3.1.8. Referral order.

C4.3.1.9. Cancellation acknowledgment.

C4.3.1.10. Any circumstances that predict that issue may not be made within the timeframes established for the assigned priority designator (PD).

C4.3.2. One Hundred Percent Supply Status is notice of all actions taken or being taken by sources of supply on a requisition, redistribution, or referral order. This includes all positive supply action decisions, all applicable exception nonpositive supply action decisions, and combinations thereof.

C4.3.3. Rejection Status is used by sources of supply to advise all status eligible recipients (e.g., rp 30-35, 45-50, and 54) of rejected requisitions, redistribution orders (RDO), passing orders, and referral orders regardless of the M&S Code in rp 7, except when the M&S Code is 8, in which case rejection status will be furnished only to the activity in rp 54.

C4.3.4. Direct delivery notice[2], DICs AB1, AB2, AB3, and AB8 provide notice to eligible status recipients that materiel will be supplied by direct vendor delivery (DVD) from procurement. Direct delivery notice transactions provide a cross-reference between the requisition document number and the procurement instrument identifier (PIID). DICs AB1, AB2, AB3, and AB8 transactions are generated when materiel is procured for direct shipment to consignee. The DIC AB_ transaction will be furnished to applicable entries in the requisition (e.g., the requisitioner (rp 30-35), Supplementary

[2] Use of DIC AB_ changed from intra- to inter-Service for direct delivery from procurement last reported as not implemented by GSA. Refer to AMCL 155.

Address (SUPADD) (rp 45-50), and distribution code (rp 54)), regardless of the M&S code used. This enables customers to have a basis for reporting nonreceipt of materiel.

C4.3.5. Shipment Status informs recipients of actual shipping dates (e.g., the date released to carrier). It also provides for interface with:

C4.3.5.1. Transportation for shipment tracing by consignees, as provided in DTR 4500.9-R, "Defense Transportation Regulation".

C4.3.5.2. Materiel receipt acknowledgment under DLM 4000.25-2 (MILSTRAP).

C4.3.5.3. Shipment tracing under Chapter 3, C3.42.

C4.3.5.4. Performance measurement evaluation under Time Definite Delivery, Customer Wait Time (TDD/CWT).

C4.3.5.5. Reports of discrepancy under DLM 4000.25 Volume 2, Chapter 17 (Supply Discrepancy Reporting).

C4.3.5.6. Reports of transportation discrepancy under DTR 4500.9-R, Chapter 210 (Transportation Discrepancy Report).

C4.3.6. Acknowledgment Status is either supply or shipment status and informs recipient of the results of source of supply processing of the following types of transactions:

C4.3.6.1. Materiel obligation validation (MOV) Response (DIC AP_).

C4.3.6.2. Cancellation (DICs AC_ and/or AK_).

C4.3.6.3. Transaction Modifier (DIC AM_).

C4.3.6.4. Follow-up Request for Improved estimated shipping date (ESD) (DIC AFC).

C4.3.6.5. Follow-up Request for Status (DICs AF1, AF2, AF3, AF6, and AT_).

C4.4. <u>RESERVED</u>

C4.5. <u>REQUESTING STATUS</u>

C4.5.1. To ensure that sources of supply or as otherwise delegated sources automatically distribute required supply and/or shipment status, requisitioners will enter:

C4.5.1.1. The applicable M&S code, from Appendix AP2.4, in rp 7 of the requisition to indicate what status data are required and whether status is to be

furnished to the requisitioner (rp 30-35) or the SUPADD (rp 45-50), the activity identified by the distribution code (rp 54) exclusively, or whether no status is required.

C4.5.1.2. The applicable distribution code, from Appendix AP2.12, in rp 54 of requisitions to indicate the activity, if any, to be furnished 100 percent supply and shipment status.

C4.5.2. To obtain status on previously submitted requisitions or cancellation requests, the requisitioner (rp 30-35), SUPADD (rp 45-50), and/or the MCA (rp 54) may submit DIC AF_, AT_, or AK_ follow-ups under Chapter 2.

C4.5.3. When requisition status reporting is required to designate status of a project, it will be satisfied by the requisitioning service. Special status reports, when required, will be obtained from an eligible recipient of status as identified in requisitions. Special status reports will not be required from inter-S/A sources of supply.

C4.5.4. When Status Code CA has been received in response to a follow-up request and no record of the previous receipt of CA status and the reasons for rejection cannot be located, authorized status recipients may inquire off line: such as, via mail, message, or telephone, of the source of supply to obtain the reasons for rejection.

C4.6. USE OF STATUS RECEIVED

C4.6.1. Status recipients will:

C4.6.1.1. Promptly record status received automatically and/or in reply to a follow-up to applicable due-in records/requisition history - status files, and, in the case of the DLA Disposition Services, the disposal suspense file. Use shipment status to establish or update the due-in record to monitor for materiel receipts under DLM 4000.25 (MILSTRAP), Chapter 6.

C4.6.1.2. Give particular attention to “transaction date” in rp 62-64 of supply status received to ensure that records/files are updated in the proper chronological order/date sequence.

C4.6.1.3. Review supply status (DIC AE_) received for additional action required by the status code, if any.

C4.6.1.3.1. If supply status identifies a processing delay due to storage site denial to the source of supply materiel release order (Status BD with Management Code R), the customer/customer’s system will update/clear the local record for the suffix and identified quantity (so that subsequent status on a next available suffix is not misinterpreted as duplicative/exceeding the ordered quantity, potentially triggering cancellation). Estimated shipping dates will not be provided with BD status when associated with storage activity denial as indicated by the Management Code R. Further supply action to satisfy the denied quantity will be identified on a subsequent supply status under next available suffix code. Use of BD status with Management

Code R allows the customer's system to better track status and recognize the correct in-process quantity.

C4.6.1.3.2. If a requisition has been rejected (DIC AE_ with a rejected status code) and the materiel is still required, the requirement must be submitted as a new MILSTRIP requisition citing a new document number with a current ordinal date.

C4.6.1.4. Interpret receipt of shipment status (DIC AS_ or AU_) as notice that shipment has been made and that additional MILSTRIP follow-up will only result in receipt of another shipment status transaction (see Chapter 2, C2.25.2.).

C4.6.1.5. When supply status transactions are received with no ESD in rp 70-73, assume receipt of materiel within the prescribed Uniform Materiel Movement and Issue Priority System (UMMIPS) timeframe for the PD in rp 60-61, or the required delivery date (RDD) in the requisition.

C4.6.1.6. Use received status as provided in Chapter 2, C2.13., prior to submission of follow-ups.

C4.6.1.7. Ensure that appropriate status is furnished to other activities requiring status when the only status recipient is the activity identified by a distribution code.

C4.7. RESERVED

C4.8. FURNISHING STATUS

C4.8.1. MCAs will be responsible for furnishing rejection status for requisitions processed by that activity. Sources of supply or as otherwise delegated will be responsible for maintaining and furnishing current supply and shipment status as provided below. For these purposes, accessible requisition history records will be maintained by MCAs and sources of supply for a minimum of six months after completion of shipment or cancellation, to provide timely response to follow-ups. MCAs will maintain requisition history records until contract termination.[3]

C4.8.2. For each reinstated requisition (DIC APR)[4], requisition modifier transaction, RDO, passing order, referral order, and MRO processed, sources of supply or as otherwise delegated will furnish supply and/or shipment status.

C4.8.2.1. Sources of supply or as otherwise delegated will transmit DIC AE8/AS8 transactions to DAAS for all source of supply initiated requisition status to include AS8 status for all direct vendor deliveries, as required in Chapter 3, C3.36. Upon receipt by DAAS of the DIC A_8 status transaction, DAAS will convert the DIC

[3] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by U. S. Army (Retail). Refer to AMCL 1A.
[4] Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

A_8 to the appropriate DIC AE_ or AS_ transaction and make distribution under C4.10. and C4.13. below. Except for cancellations and rejections, DAAS will furnish status to the activity designated by a significant M&S code in rp 7, and to the activity designated by a significant alphabetic code or significant numeric distribution code in rp 54. Sources of supply or as otherwise delegated will furnish shipment status for exception ship-to addresses to the activity identified in rp 30-35 of the requisition. In addition, DAAS will furnish shipment status to all valid status recipients. (See Appendix AP2.12.)

C4.8.2.2. Sources of supply will transmit DIC ASH transactions to DAAS under Chapter 3, C3.21.5. DAAS will furnish this status to the “ship-to” activity identified by the signal code. If DAAS cannot determine the “ship-to” activity, DAAS will return the transaction to the inventory control point (ICP) for transmittal. DAAS will route the pseudo shipment status transaction for Security Assistance requisitions to the applicable Service International Logistics Control Organization (ILCO) based on the entries in rp 30 (Service code) and rp 54 (distribution code).

C4.8.2.3. For each shipment on a disposal turn-in document (DTID), shipping activities will furnish a DIC AS3 shipment status transaction (with Distribution Code 9 in rp 54 and the unit price of the materiel being shipped in rp 62-68) to DAAS for transmission to DLA Disposition Services.

C4.8.2.3.1. If pricing information is not available, enter an estimated unit price in the DIC AS3 transaction.

C4.8.2.3.2. If the value for a part-numbered item exceeds the seven-position unit price field, enter the price manually on the DIC AS3 transaction and forward offline to DLA Disposition Services Field Office for manual processing.

C4.8.3. Sources of supply will furnish exception supply status when a requisition or reinstatement[5] of a requisition is to be backordered against a due-in to stock. This exception status, DIC AE_, will contain Status Code BB and the ESD for release of materiel from stock to the customer. When shipping dates are adjusted, additional status, DIC AE_, Status Code BB, will be furnished the customer with the revised ESD in rp 70-73.

C4.8.4. Sources of supply will furnish exception supply status when the intent to process for direct delivery is known. This exception status will contain Status Code BZ and the ESD in rp 70-73. When contracts or procurement actions have been effected and a contract shipping date is established, sources of supply will furnish additional supply status. These latter transactions will contain Status Code BV and the contract shipping date

[5] Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

C4.8.5. Source of supply direct delivery notice[6], DICs AB1, AB2, AB3, and AB8 notify eligible status recipients that materiel will be supplied by DVD from procurement. DIC AB_ transactions will be provided to the consignee. This notice provides a cross-reference between the requisition number and the PIID. See Appendix AP3.11 for the DIC AB_ format.

C4.8.6. When contract shipping dates are adjusted on items scheduled for direct shipment to consignee (Status Code BV), additional status with Status Code BV will be provided to indicate the revised shipping date in rp 70-73. When delivery dates are established for direct shipment to consignees, the source of supply will provide the consignee a Direct Delivery Notice, DIC AB_. The DIC AB_ is in addition to the DIC AE_ supply status.[7]

C4.8.7. Sources of supply will furnish supply status indicating a processing delay when an MRO is denied by the storage activity. Use Status Code BD and Denial Management Code R citing the MRO denied quantity and suffix.[8] Further supply action to satisfy the denied quantity is anticipated to occur on a subsequent suffix code.

C4.8.8. Supply and shipment status[9] DICs AE8, AS8, and AU8 are reserved for use between S/As and DAAS.

C4.8.8.1. The use of DICs AE8/AS8 is mandatory for all source of supply or as otherwise delegated requisition status. Source of supply initiated requisition status includes all status generated during source of supply processing that is not produced in response to follow-up or cancellation requests.

C4.8.8.2. The use of DIC AU8 in response to cancellation requests, when the MILSTRIP status distribution rules require multiple recipients of status, is optional. Upon receipt of DIC AU8, Reply to Cancellation Request - Shipment Status, DAAS will convert the AU8 to the appropriate DIC AU_ transactions, and make distribution to all eligible status recipients as identified in C4.13. below.

C4.8.8.3. The formats of the DIC AE_, AS_, and AU_ status transactions are shown in Appendices AP3.10 and AP3.19.

C4.8.9. When a source of supply receives a requisition that contains insufficient information to allow processing actions to be completed, the requisition may be rejected using the appropriate status code in Appendix AP2.16, or inquiry may be made to obtain the necessary additional information to continue processing. The activity designated by

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[6] Use of DIC AB_ changed from intra- to inter-Service for direct delivery from procurement last reported as not implemented by GSA. Refer to AMCL 155.
[7] Use of DIC AB_ changed from intra- to inter-Service for direct delivery from procurement last reported as not implemented by GSA. Refer to AMCL 155.
[8] Authorized for use on an intra-Army basis (ADC 191), and subsequently expanded for inter-Service/Agency use (ADC 312). Implemented by DLA; staggered inter-Component implementation by others is pending.
[9] Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

the M&S in the requisition as a status recipient will be the action addressee on all requests for additional information. Other activities identified in the requisition that are not designated as status recipients will be the information addressees on requests for additional information. When such an inquiry for additional information is made, DIC AE_ supply status with Status Code BD will be forwarded to all designated status recipients. Further action on a requisition for which additional information has been requested will be suspended until such time as a response is received or until 30 days have elapsed from the date the inquiry was made, whichever occurs first. Upon receipt of the requested additional information, processing will continue normally. If the needed additional information is not provided and the 30 days' elapse, the requisition will be rejected with Status Code D3.

C4.8.9.1. Intra-Service ammunition and ammunition related orders following the ammunition storage site selection utilize the storage depot being transacted against instead of the ICP when providing supply and shipment status in order to maintain traceability of ammunition and ammunition related shipped items.[10]

C4.8.10. Expedited/Replacement Shipment Subsequent to Validated Supply Discrepancy Report. When reshipment is required (e.g. due to shortage, non-receipt, wrong item, or comparable discrepancy/deficiency), the reshipment will be processed using the original document number and the next available suffix code. At a minimum, the SoS will provide supply status indicating the estimated shipment date for the reshipment.[11]

## C4.9. RESERVED

## C4.10. PREPARATION OF STATUS TRANSACTIONS

C4.10.1. All supply status transactions evidencing that materiel will be released for shipment later than the standard delivery date (SDD) or RDD/RDP (required delivery period)[12] will contain an ESD in rp 70-73. Such supply status is applicable to materiel obligations including procurement for direct vendor delivery. Conversely, requisitions containing Advice Code 2C, 2J, 2T, or 2W will be rejected with Status Code CB when items are not available for immediate release or cannot be supplied by the SDD/RDD/RDP.

C4.10.2. ESDs are also mandatory entries for those transactions reporting adjusted ESDs and any circumstances that predict that issue may not be made within the timeframes established for the priority. When storage activities receive follow-up inquiries on requirements that are in the process of being filled, supply status transactions provided in response to sources of supply will also contain ESDs. Status

[10] Refer to ADC 441/441A, Clarification of Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits
[11] Refer to ADC 1091, SDRs Requesting Expedited or Replacement Shipment.
[12] Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

transactions providing advice of events such as changes in stock numbers, unit of issue changes, rejections, and shipments, will not contain an ESD in rp 70-73.

C4.10.3. When rejecting requisitions, referral orders, passing orders, and RDOs, use the C and D series rejection status codes in Appendix AP2.16. Except when the M&S Code is 8, address supply status rejections to all eligible status recipients (rp 30-35, 45-50, and 54). When the M&S Code is 8, send supply status rejections only to the recipient designated by rp 54.

C4.10.4. Processing points in receipt of DIC AFY follow-ups will provide a DIC ASY response transaction containing the DoDAAC of the initial (origin) transportation shipping activity using the Appendix AP3.19 format. If the processing point is unable to provide the DoDAAC information to the requesting activity, reject the DIC AFY follow-up transaction with a DIC ASY response transaction containing Status Code DY.[13]

C4.10.5. Status furnished in response to a follow-up will contain the most current available information regarding status of the requisition. Supply status (DIC AE_) in response to a follow-up will contain a changed/new ESD, when applicable, and a transaction date (rp 62-64) that corresponds to the date of the reply and other data prescribed in Appendix AP3.10. Shipment status (DIC AS_) in response to a follow-up will contain data prescribed in Appendix AP3.19 when materiel has been shipped.

C4.10.6. Status furnished in response to DIC AFC follow-up transactions requesting improved ESDs under Chapter 2, C2.13.2.3. will be prepared in the appropriate format shown in the “3” series appendices.

C4.10.7. Status furnished in response to supply assistance requests submitted under Chapter 2, C2.15. will be prepared and transmitted using Defense Message System (DMS) procedures to the requestor and designated information addresses.

C4.10.8. At Service/Agency (S/A) option, the source of supply may use abbreviated MILSTRIP messages (see Appendices AP1.10. and AP1.11.) when furnishing status to activities.

C4.10.9. Shipment status furnished in response to DIC AC_, AK_, and AP_ transactions will contain DIC AU_ and data prescribed in Appendix AP3.19. Supply status furnished in response to these transactions will contain DIC AE_ as prescribed in Appendices AP3.10. and AP3.11.

C4.10.10. Supply status furnished to the source of supply by the storage activity utilizing the DIC AE6 transaction will be in the Appendix AP3.10 format, except that rp 4-6 will contain the RIC of the source of supply to which the transaction will be transmitted and rp 67-69 will contain the RIC of the storage activity preparing the transaction.

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[13] Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

C4.10.11. Use the Defense Information Systems Network (DISN) message system to prepare CA status indicating rejection and include the reason for rejection in the same message. This message status will be used only when CA status is initially generated. Subsequent responses to follow-ups on which CA status has previously been provided will be prepared and transmitted using normal supply status transactions. No transmission of the reasons for rejection will be made in response to follow-ups unless the source of supply is in receipt of an offline (mail, message, or telephone) request from an authorized status recipient for the rejection reasons.

C4.10.12. Supply status (DIC AE_) with Status Code BF furnished in response to cancellation request (DIC AC_ or AK_) will preclude source of supply processing of subsequently received transactions. When BF status has been provided in response to a cancellation request, BF status will also be provided in response to all other received transactions (e.g., AF_, AT_, A0_, AM_) containing the same document number. No other processing of such transactions will be done by sources of supply. Sources of supply will retain ***accessible*** history records of BF status generated as a result of cancellation requests (DIC AC_ or AK_) following generation of the BF status ***in accordance with DoDI 5015.02, DoD Records Management Program***.

C4.10.13. When supply status (DIC AE_) with Status Code BF has been supplied in response to an AF_ follow-up transaction, and no cancellation request has been received, subsequently received transaction with the same document number (e.g., A0_, AT_, AM_) will be processed as specified elsewhere in this manual.

C4.10.14. Requisitions failing free issue validation will be rejected with CM Status; a new funded requisition may be submitted if the materiel is still required. Requisitions failing free issue validation subsequent to materiel release (post-post requisitions/issue) may be handled as funded requirements. In this case, the source of supply will furnish DT Status alerting eligible status recipients that the post-post requirement is not authorized for free issue and to adjust fund obligation records, as materiel will be billed to the requisitioner.

C4.10.14.1. Where a post-post requisition contains a free issue Signal Code D or M and free issue is not authorized, the signal code will be modified to the applicable billable signal code. Where the original requisition identified a valid fund code it will be used for billing; otherwise, the fund code will be modified to indicate noninterfund billing (Fund Code XP).

C4.10.14.1.1. Signal Code D is replaced with Signal Code A to reflect the correct shipping activity. (Both D and A ship to the requisitioner as identified in the document number of original submission.)

C4.10.14.1.2. Signal Code M is replaced with Signal Code J to reflect the correct shipping activity. (Both M and J ship to supplementary address identified in the original submission.)

C4.10.14.2. Since post-post orders are already shipped and cannot be split, if part of the ordered quantity is not eligible for free issue, the entire order will be denied free issue.

C4.11. RESERVED

C4.12. TIME STANDARDS FOR DISTRIBUTION OF STATUS

C4.12.1. When required, applicable status on requisitions, reinstated requisitions[14], redistribution orders, referral orders, and responses to follow-ups will be dispatched within the times prescribed below:

C4.12.1.1. Supply Status:

C4.12.1.1.1. Two days from receipt of PD 01-08 transactions.

C4.12.1.1.2. Five days from receipt of PD 09-15 transactions.

C4.12.1.1.3. Twenty-four hours after release of materiel obligation in PD 01-15.

C4.12.1.2. Shipment Status:

C4.12.1.2.1. Twenty-four hours after shipment (e.g., release to carrier) for PD 01-03 transactions.

C4.12.1.2.2. Forty-eight hours after shipment for PD 04-08 transactions.

C4.12.1.2.3. Three working days after shipment for PD 09-15.

C4.12.1.2.4. Twenty-four hours from receipt of PD 01-03 follow-ups.

C4.12.1.2.5. Forty-eight hours from receipt of PD 04-08 follow-ups.

C4.12.1.2.6. Three working days from receipt of PD 09-15 follow-ups.

C4.13. DISTRIBUTION OF STATUS

C4.13.1. When processing the following transactions, sources of supply will automatically furnish applicable supply and/or shipment status to the activity designated by the M&S and by a significant distribution code in rp 54:

C4.13.1.1. Requisitions (DIC A0_).

C4.13.1.2. Redistribution Orders (DIC A2_).

[14] Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

C4.13.1.3. Passing Orders (DIC A3_).

C4.13.1.4. Referral Orders (DIC A4_).

C4.13.1.5. Transaction Modifiers (DIC AM_).

C4.13.1.6. MROs (DIC A5_).

C4.13.1.7. Follow-ups (DIC AT_ or AFC for improved ESD). (M&S codes do not apply to DIC AF1, AF2, or AF3 follow-ups.)

C4.13.1.8. MOV response (DIC AP_) when cancellation is requested. (M&S is not applicable to DIC AP_ transactions.)[15]

C4.13.1.9. Reinstated requisitions (DIC APR). (M&S codes do not apply to DIC APR transactions.)

C4.13.2. Supply and shipment status furnished in response to DIC AF1, AF2, and AF3 follow-up transactions will be addressed only to the activity designated by third position of the AF_ DIC and a significant distribution code in rp 54.

C4.13.3. Supply and/or shipment status furnished in response to DICs AC1, AC2, AC3, and mass or universal cancellations will be addressed to the requisitioner, the SUPADD, and the activity designated by a significant entry in rp 54 (See Chapter 3, C3.28.11., and Chapter 8). However, if the M&S in the original record of the demand is 8 (eight), supply and shipment status will be furnished only to the activity designated by rp 54. In addition to status furnished to the designated recipients, storage/procurement activities and/or sources of supply (when direct vendor delivery actions (Status Code BV) are applicable) will furnish the DAAS shipment status (DIC AU7) on all affected shipments that have entered the DTS during mass or universal cancellation situations. Sources of supply will furnish status of cancellation actions within five days of receipt of DIC AC_ or AK_ transactions. This status will be updated as further actions are taken on the cancellation request.

C4.13.4. Supply and shipment status furnished in response to DIC AK1, AK2, and AK3 follow-ups on DIC AC_ cancellation transactions will be addressed as follows:

C4.13.4.1. When the source of supply has no record of the DIC AC_ cancellation, address status to the requisitioner, the SUPADD (when the DoDAAC in rp 30-35 and 45-50 is recorded in the DoD activity address file (DoDAAF) and the activity designated by a significant entry in rp 54. However, if the M&S in the original record of the demand is 8 (eight), supply and shipment status will be furnished only to the activity designated by rp 54.

[15] Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

C4.13.4.2. When the source of supply does have a record of the DIC AC_ cancellation, address status to the activity identified by the third position of the DIC AK_ transaction and to rp 54 when indicated. However, if the M&S Code in the original record of the demand is 8 (eight), supply and shipment status will be furnished only to the activity designated by rp 54.

C4.13.5. Supply and shipment status furnished in response to a mass or universal cancellation request will be furnished under C4.13.3. above.

## C4.14. SUPPLY AND SHIPMENT STATUS DISTRIBUTION TABLE

C4.14.1. Table C4.T1. shows supply/ shipment status distribution requirements.

Table C4.T1. Supply and Shipment Status Distribution Table

| CUSTOMER INPUT DIC | ACTIVITY DESIGNATED BY M&S CODE | SOS AND MCA OUTPUT DIC AND ELIGIBLE RECIPIENT[16] | | |
|---|---|---|---|---|
| | | RP 30-35 | RP 45-50 | RP 54 |
| A0_/A2_/A3_/A4_ | Requisitioner<br>SUPADD<br>Distribution | A_1 | <br>A_2 | A_3<br>A_3<br>A_3[17][18] |
| AC1, 2, 3 | (N/A)<br>Distribution | A_1 | A_2 | A_3[19]<br>A_3[20] |
| AF1<br>AF2<br>AF3 | (N/A)<br>(N/A)<br>(N/A)<br>Distribution | A_1 | <br>A_2 | A_3<br>A_3<br>A_3<br>A_3 |
| | | (No record of AC_ at SOS) | | |
| AK_<br>AK_ | (N/A)<br>Distribution | A_1 | A_2 | A_3<br>A_3 |
| | | (SOS has record of AC_) | | |
| AK1<br>AK2<br>AK3 | (N/A)<br>(N/A)<br>(N/A)<br>Distribution | A_1 | <br>A_3 | A_3<br>A_3<br>A_3<br>A_3 |

[16] Second position of the DIC will be E for supply status and S and U for shipment status, as applicable.

[17] When rp 54 contains a nonsignificant code and when shipment status has not been requested by entry in rp 7, provide shipment status (DIC AS8) to DAAS.

[18] Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

[19] See Chapter 3, C3.28.3., for the exception to this rule when rejecting DIC AC_ cancellation requests.

[20] Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

| CUSTOMER INPUT DIC | ACTIVITY DESIGNATED BY M&S CODE | SOS AND MCA OUTPUT DIC AND ELIGIBLE RECIPIENT[16] | | |
|---|---|---|---|---|
| AM_[21]/AT_[22]/AFC | Requisition<br>SUPADD<br>Distribution | A_1 | A_2 | A_3<br>A_3<br>A_3[23] |
| AP_ (Cancellation) | (N/A)<br>Distribution | A_1 | A_2 | A_3<br>A_3 |
| APR[24] | | A_1 | A_2 | A_3 |

[21] Ibid.

[22] Ibid.

[23] When rp 54 contains nonsignificant data and rp 7 contains a zero, eight, or Y, furnish status to requisitioner (rp 30-35).

[24] Shipment status will always be furnished to the ship-to activity designated by the signal code.

# C5. CHAPTER 5

## RELEASE AND RECEIPT OF MATERIEL

C5.1. GENERAL

C5.1.1. The Issue Release/Receipt Document, DD Form 1348-1A (or DD Form 1348-2 with attached shipping label), and continuation page are prepared by the supply/shipping activity. These documents are used for selecting, packing, shipping, and receiving materiel. They are also used as a receipt transaction and/or to provide a means to automate the capture of data using automatic identification technology (AIT) devices.The DD Form 1348-1A (or DD Form 1348-2) is mandatory for all shipments to DoD customers, including foreign military sales (FMS) and contractors, from DoD and General Services Administration (GSA) shipping activities, except as noted in paragraph C5.3. Additionally, the continuation page is a mandatory document to assist the processing of serialized items (see Appendix AP1.36).

C5.1.2. The DD Form 1348-1A (or DD Form 1348-2) may be manually or mechanically prepared and will contain data elements prescribed herein for the various types of transactions.

C5.1.3. Use of carbonless paper for a preprinted DD Form 1348-1A (or DD Form 1348-2) is authorized at the option of the Service/Agency.

C5.1.4. Mechanically prepared DD Form 1348-1A (or DD Form 1348-2) must contain all required bar codes as outlined in C5.1.6 through C5.1.9 (and associated sub-paragraphs).

C5.1.5. For transfers to DLA Disposition Services Field Offices, at least one copy of DD Form 1348-1A (or DD Form 1348-2) must accompany the property and be in a legible, easy-to-read format.

C5.1.6. For the DD Form 1348-1A, see Appendices AP1.25 through AP1.29, AP1.31 and AP1.35. There are two methods for generating the form:

C5.1.6.1. Preprinted form. Data entries will be made by automated printer, typewriter, or hand scribed.

C5.1.6.2. Non-preprinted form. When this method is used, the form and data are printed simultaneously and will contain the prescribed data elements.

C5.1.7. The preprinted DD Form 1348-1A is 8-1/2 inches long (side to side) and 51/2 inches high (top to bottom). When printed on plain stock paper using laser, thermal transfer, ion disposition, cold fusion, or other nonimpact printers, the size may vary within a range of 7-3/4 to 9 inches long and 4 to 5 inches high (with one-sixth inch tolerance). When such print technology is used, the in-the-clear/human-readable data

must be easily read and the AIT entries must be machine readable. Margins of one-fourth inch and outside lines are preferred, but may be eliminated provided the DD form number remains readable. When printing three forms per 8-1/2- by 14-inch sheet of paper, the originator must shall ensure that the form, spacing, size, and data entered thereon are legible and capable of being interpreted by a Logistics Applications of Automated Marking and Reading Symbols (LOGMARS) scanning device.

C5.1.7.1 Block numbers are provided for data entry. Data to be entered in the data blocks are shown in Appendices 3.48 and 3.49. Block 27 will contain information facilitating item unique identification (IUID) in support of unique item tracking (UIT) and DoD supply policy in conjunction with the expanded content of the Portable Data File 417 (PDF417) two-dimensional (2D) bar code as illustrated in Appendices 1.35 and 1.36. For a single item shipment, include the clear-text, concatenated/single value unique item identifier (UII). Phased/staggered implementation is authorized pending DoD-wide implementation of DoD policy for the application of IUID in supply processes. As an interim approach, identification of the item on the Issue Release/Receipt Document (IRRD) by serial number alone is authorized. Additional optional information may include the item manufacturer's contractor and Government entity (CAGE) code, current part number, and batch/lot number. Block 27 will contain all additional data and in-the-clear text that may be required and is not shown elsewhere on the form. The in-the-clear text may be used with the AIT encoded information for those activities possessing bar coding capability.

C5.1.7.2 The paper may be any color that provides a minimum bar code contrast as specified in International Organization for Standardization (ISO) and International Electrotechnical Commission (IEC) (ISO/IEC) 15415, Information Technology - Automatic Identification and Data Capture Techniques - Bar Code Print Quality Test Specification – Two-dimensional Symbols and in ISO/IEC 15416, Information Technology – Automated Identification and Data Capture Techniques – Bar Code Symbology Specification – Linear Symbols.

C5.1.8. The Code 39 (three-of-nine) linear bar code, and PDF417 2D bar code, and Macro PDF417 2D bar code, as defined in ISO/IEC 16388 Information Technology – Automated Identification and Data Capture Techniques – Bar code symbology specifications – Code 39 and ISO/IEC 15438 Information Technology – Automated Identification and Data Capture Techniques – PDF417 2D bar code symbology specification, are established as the standard symbologies for the automated marking and reading of items of supply, equipment, materiel packs, and containers in logistics operations throughout the DoD. This symbology will be applied using MIL-STD-129 (latest revision), unless otherwise authorized. When Code 39 linear bar code symbols are printed on DD Form 1348-1A (or DD Form 1348-2), all record positions of data elements that will be encoded, will contain a bar code character even if the position was blank on the source document. The specific technical information provided in MILSTRIP is not intended to be compressive and should be used in conjunction with the MIL-STD-129.

C5.1.9. IRRD (DD 1348-1A or DD Form 1348-2) Continuation Page. For shipment quantities of two or more serialized items, the responsible activity will prepare a continuation page to facilitate automatic data capture.

C5.1.9.1. In lieu of printing the PDF417 2D bar code in Block 27 of the DD Form 1348-1A (or DD Form 1348-2), the continuation page will contain a single PDF417 2D bar code or multiple Macro PDF417 2D bar codes (as required by data volume) for the included data.

C5.1.9.2. The continuation page will contain, at a minimum, the prescribed data elements outlined in Appendix 1.36. For systems capable of printing PDF417 2D bar codes, see Appendix 1.35 for a listing of encoded MH10.8.2 standard data identifiers for the data elements.

C5.1.9.3. The continuation page will also contain Code 39 linear bar coding with the respective human-readable interpretation (i.e. clear text) for the included serial numbers to satisfy legacy system requirements.

***C5.1.10. IRRD (DD 1348-1A or DD Form 1348-2) Continuation Page for Ammunition and Explosives (A&E). For shipment of items categorized as A&E, the responsible activity will prepare a continuation page to capture additional data elements required for A&E management /accountability and facilitate automatic data capture. The continuation page may be produced by AIT systems on the same page as the 1348-1A if space permits, or separately.***

***C5.1.10.1. The continuation page will contain, at a minimum, the prescribed data elements outlined in Appendix 1.36 to include human-readable interpretation (i.e. clear text) data elements 28 through 42.***

***C5.1.10.2. In lieu of printing the PDF417 2D bar code in Block 27 of the DD Form 1348-1A, the continuation page may contain a single PDF417 2D bar code or multiple Macro PDF417 2D bar codes (as required by data volume) for the included data.***

***C5.1.10.3. The continuation page will contain, at a minimum, the prescribed applicable data elements outlined in Appendix 1.36. For systems capable of printing PDF417 2D bar codes, see Appendix 1.35 for a listing of encoded MH10.8.2 standard data identifiers for the data elements.***

***C5.1.10.4. Printing Code 39 linear bar code symbols for A&E is optional on the continuation page(s). All A&E hand held terminals (bar code imagers) in use support Code 39 linear, PDF417 and Data Matrix 2D barcode symbols. Serial, Lot, or any other required clear text data from either the DD Form 1348-1A or the continuation page will be included in the PDF417 or PDF417 Macro 2D barcodes.***

## C5.2. DOCUMENT DISTRIBUTION

C5.2.1. Actual copies utilized, other than the original and first carbon copy, will be at the option of the individual S/A. See Tables C5.T1 and C5.T2 for the distribution of the transactions.

C5.2.2. For transfers to DLA Disposition Services Field Offices, if all DD 1348-1A data is provided in automated transactions and/or available via digital image, one copy of the printed document must accompany the shipment; in accordance with the Paperwork Reduction Act, additional paper copies are not required including verification of receipt copies.

Table C5.T1. Distribution of DD Form 1348-1A (or DD Form 1348-2), Issue Release/Receipt Document, and Continuation Page to all Consignees other than DLA Disposition Services and Security Assistance[1]

| TRANSACTION | NO. OF COPIES | DISTRIBUTION |
|---|---|---|
| DD Form 1348-1A (or DD Form 1348-2) | One (Automated) or Two (Manual) | One copy will accompany all shipments on the outside of the shipping container if not in conflict with other applicable directives. When the DD Form 1348-1A (or DD Form 1348-2) contains bar coding, the copy accompanying the shipment will contain the bar coding.<br>For manually generated copies, one copy will be retained by the shipper unless an automated capability is available to prove that a shipment has been made.<br>Copies must be attached IAW MIL-STD-129. |
| Continuation Page | One (Automated) or Two (Manual) | One copy will accompany the DD Form 1348-1A (or DD Form 1348-2) for all shipments containing serialized items and be attached to the material and shipment IAW MIL-STD-129.<br>For manually generated copies, one copy will be retained by the shipper unless an automated capability is available to track the serialized contents of the shipment. |

[1] For Security Assistance shipments, see Figure C6-F1.

Table C5.T2. Distribution of DD Form 1348-1A (or DD Form 1348-2), Issue Release/Receipt Document and Continuation Page for Shipments to DLA Disposition Services Field Office

| TRANSACTION | NO. OF COPIES | DISTRIBUTION |
|---|---|---|
| DD Form 1348-1A (or DD Form 1348-2) | One (Automated) or Two (Manual) | One copy will accompany all shipments of materiel and remain attached to the property at the DLA Disposition Services Field Office. When the DD Form 1348-1A (or DD Form 1348-2) contains bar coding, the copy accompanying the shipment will contain the bar coding.<br>For manually generated copies, one copy will be produced and retained by the shipper unless an automated capability is available to prove a shipment has been made. |
| Continuation Page | One (Automated) or Two (Manual) | One copy will accompany the DD Form 1348-1A (or DD Form 1348-2) for all shipments containing serialized items and be attached to the material. Upon receipt at the DLA Disposition Services Field Office, the copy will be used by personnel screening property for potential reutilization, transfer, or donation. It will remain attached to the property at the DLA Disposition Services Field Office.<br>For manually generated copies, one copy will be produced and retained by the shipper unless an automated capability is available to track the serialized contents of the shipment and prove a shipment has been made. |

## C5.3 ISSUES FROM SUPPLY SYSTEM STOCK OR FROM DLA DISPOSITION SERVICES FIELD OFFICES; REQUISITIONS FOR LOCAL ISSUE FROM DLA DISPOSITION SERVICES FIELD OFFICES

C5.3.1. The DD Form 1348-1A (or DD Form 1348-2) will be prepared as a release document by the shipping activity (issues from supply system stock) or by the shipping DLA Disposition Services Field Office (DLA Disposition Services-directed issues from the local DLA Disposition Services Field Office). The requisitioner may also use this format when hand carrying requisitions for local issue from DLA Disposition Services Field Office. Minimum data entries are outlined in Appendix 3.48 for the DD Form 1348-1A (or DD Form 1348-2).

C5.3.2. To accommodate the various distribution systems and equipment, DD Form 1348-1A (or DD Form 1348-2) provides blocks for data entry. With the exception of Blocks 9, and 15, use of these blocks is optional, but when used, will contain information shown in Appendix 3.48.

C5.3.3. The continuation page will accompany the DD Form 1348-1A (or DD Form 1348-2) and must be attached to the material and shipment IAW MIL-STD-129 shipping document requirements for all shipments of two or more items which are tracked under a UIT program or in support of DoD policy fo the application of IUID in supply business process. Minimum data entries are outlined in Appendix 1.36.

C5.3.4. By exception, when DLA Disposition Services property is sold to a Commercial Venture contractor, the DLA Disposition Services Field Office has the option to suppress printing of the DD Form 1348-1A. When no IRRD is prepared, DLA Disposition Services will utilize the Workload Location List in lieu of the IRRD as the document transferring ownership from the Government to the contractor. The Workload Location List will identify all document numbers associated with the Commercial Venture delivery order, materiel identification by NIIN, and applicable quantities. A copy of the Workload Location List will be retained by the field office.

C5.4. <u>RETURNS TO STOCK AND TRANSFERS (EXCLUDING TRANSFERS TO DLA DISPOSITION SERVICES FIELD OFFICES)</u>

C5.4.1. In addition to the release of materiel for shipment based upon a requisition, other situations such as the following necessitate release of materiel for shipment:

C5.4.1.1. Materiel returns from base to depot.

C5.4.1.2. Base-to-base movements.

C5.4.1.3. Retrograde or lateral system movements.

C5.4.2. The documentation copy and distribution requirements prescribed in Tables C5.T1 or C5.T2 will be used to effect returns and transfers. Entries will be as shown in Figure C5.F1 for all DLA and inter-Service/Agency (S/A) transactions.

C5.4.3. For intra-S/A use, the data prescribed in Figure C5.F1 must be entered. Other entries may be prescribed by concerned S/As; however, any such entries must relate to the columnar and/or block headings indicated in the form.

Figure C5.F1. Instructions for Completion of DD Form 1348-1A (or DD Form 1348-2), Used for Returns to Stock Transfers (Excluding Transfers to DLA Disposition Services Field Offices)

| RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|
| 1-3 | Perpetuate from source document or blank. |
| 4-7 | Leave blank. |
| 8-22 | Enter the stock or part number. |
| 23-24 | Enter the U/I. |
| 25-29 | Enter the quantity. |
| 30-43 | Enter the document number of the consignor (shipper.) |
| 44-73 | Leave blank. |
| 74-80 | Enter the unit price[2]. |
| Blocks 3 and 27 | Enter DoDAAC of the activity to which the materiel is directed. The in-the-clear name, number, and address may be in Block 27. |
| Block 27 | Enter the supply condition code reflecting the condition of the materiel. (See DLM 4000.25-2 (MILSTRAP).) |
| Block 27 | Enter activity account number of the activity to be credited (if applicable) and the appropriate fund code (if applicable). (See DLM 4000.25, Volume 4 Finance). For single quantity item, enter applicable serial number and/or UII content in conjunction with application of a PDF417 2D bar code as listed in Appendix 1.1 and as illustrated in Appendix 1.35. For multiple uniquely identified items, use the continuation page per Appendix 1.36[3] |

C5.5. TRANSFERS TO DLA DISPOSITION SERVICES FIELD OFFICES. Use DD Form 1348-1A (or DD Form 1348-2) as the disposal turn-in document (DTID) for all transfers to DLA Disposition Services Field Offices. See C5.2.2. for criteria to use automated distribution of DD Form 1348-1A (or DD Form 1348-2). Appendix .3.49 shows required entries required for single line item turn-ins. See Appendix 1.35 for PDF417 2D bar code content. A continuation page will accompany the DD Form 1348-1A (or DD Form 1348-2) for all shipments of two or more items that are tracked under a UIT program or in support of DoD policy for the application of IUID in supply business

[2] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221

[3] For Security Assistance shipments, see Figure C6-F1.

processes. See Appendices 1.35 for PDF417 2D bar code content and 1.36 for the continuation page content.

# C6. CHAPTER 6

# SECURITY ASSISTANCE PROGRAM

C6.1 GENERAL

C6.1.1. Purpose. The provisions of Military Standard Requisitioning and Issue Procedures (MILSTRIP) apply to all phases of requisitioning and issue to support the Security Assistance Program (also known as the Security Cooperation Program); however, this chapter provides special procedures and instructions for preparing and processing foreign military sales (FMS) and Grant Aid requirements (see Appendix 2.19), which are exceptions to other areas of the manual.

C6.1.2. Transactions. This chapter addresses the procedures and applicable MILSTRIP legacy 80 record position transaction relevant to Security Assistance.

C6.1.2.1. Requisition Transaction is identified by the document identifier codes (DIC) A01, A02, A04, A05, A0A, A0B, A0D, and A0E

C6.1.2.2. Passing Order Transaction is identified by DIC A31, A32, A34, A35, A3A, A3B, A3D, and A3E

C6.1.2.3. Referral Order Transaction is identified by DIC A41, A42, A44, A45, A4A, A4B, A4D, and A4E

C6.1.2.4. Requisition Modification Transaction is identified by DIC AM1, AM2, AM4, AM5, AMA, AMB, AMD, and AME

C6.1.2.5. Requisition Follow-Up Transaction is identified by DIC AT1, AT2, AT4, AT5, ATA, ATB, ATD, and ATE

C6.1.2.6. Supply Status Transaction are identified as follows:

C6.1.2.6.1. Response to Requisition - DIC AE1, AE2, AE3, AE8, AE9, AEA, AEB, AED, and AEE

C6.1.2.6.2. Notice of Response to Direct Vendor Delivery - DIC AB1, AB2, AB3, and AB8

C6.1.2.6.3. Notice of Response to Supply Assistance - DIC AE1, AE2, AE3, AE8, AE9, AEA, AEB, AED, and AEE

C6.1.2.7. Shipment Status Transaction is identified by DIC AS1, AS2, AS3, AS8, AU1, AU2, AU3, and AU8

C6.1.2.8. Notice of Availability Transaction is identified by DIC AD1, AD2, AD3, AD4, and ADR

C6.1.2.9. Notice of Availability Reply Transaction is identified by DIC AD5

## C6.2. REQUISITION FORMATS

C6.2.1. Requisitions for FMS and Grant Aid materiel vary from the construction of requisitions in support of U.S. Forces. Codes peculiar to FMS and Grant Aid requisitions are listed in the designated appendices and in the military assistance program address directory (MAPAD) found in DLM 4000.25 Volume 6, Chapter 3, together with their meanings and applications. Specific FMS and Grant Aid requisition entries are as follows:

C6.2.1.1. Grant Aid

C6.2.1.1.1. Requisitioner Field (first six positions of the document number). All Grant Aid requisitions will contain a unique six-position identification code consisting of a combination of codes that identifies the SC implementing agency and provides specific requisitioning and shipping instructions for the source of supply and shipping activities. This identification code is the first six positions of the document number. DLM 4000.25 Volume 6, Chapter 3, Military Assistance Program Address Directory (MAPAD); DSCA 5105.38-M, Security Assistance Management Manual (SAMM); and DoD 7000.14-R, DoD Financial Management Regulation, in combination, provide the interpretation of these codes.

C6.2.1.1.1.1. The first position will contain the FMS and Grant Aid service assignment code (Appendix 2.2) of the SC implementing agency responsible for administering the Grant Aid Program line.

C6.2.1.1.1.2. The second and third positions will contain the SC Customer Code (Appendix 2.18)[1].

C6.2.1.1.1.3. The fourth position will contain the mark-for code, also known as the in-country code, to indicate the recipient or place of discharge within the country/activity (see MAPAD), with the exception of document identifier code (DIC) A05/AOE Requisition with Exception Data containing special one-time shipping instructions entered in the Remarks block of the requisition. In this instance, a requisition may contain a zero in the fourth position of the requisitioner field. The special instruction will include an address to receive documentation when documents are not to be forwarded to the ship-to address. The use of Requisitions with Exception Data will be limited to one-time situations where it is not practicable to designate the addresses by coded entries in the requisition and in the MAPAD.

C6.2.1.1.1.4. The fifth position will contain a numeric zero (0).

C6.2.1.1.1.5. The sixth position will contain the appropriate Grant Aid type of assistance/financing code (Appendix 2.19).

[1] Refer to Approved Defense Logistics Management Standards (DLMS) Change (ADC) 448B

C6.2.1.1.2. Supplementary Address Field (six character field)

C6.2.1.1.2.1. The first position will contain Y to indicate that the data entered in the second through sixth positions are nonsignificant to the overall systems but are to be perpetuated in all subsequent documentation.

C6.2.1.1.2.2. The second through fifth positions will contain the record control number (RCN). This number is assigned by the appropriate Service activity and is constructed as follows:

C6.2.1.1.2.2.1. The first position of the RCN will contain the last digit of the program year in which the requisitioned item was approved and funded.

C6.2.1.1.2.2.2. The second through fifth positions of the RCN will contain the four-position program line item number (alpha/numeric) of the program.

C6.2.1.2. Foreign Military Sales

C6.2.1.2.1. Requisitioner Field (first six positions of the document number) . All FMS requisitions will contain a unique six-position identification code consisting of a combination of codes that identifies the requisitioning country or international organization and provides specific requisitioning and shipping instructions for the source of supply and shipping activities. This identification code is the first six positions of the document number. DLM 4000.25 Volume 6, Chapter 3, Military Assistance Program Address Directory (MAPAD); DSCA 5105.38-M, Security Assistance Management Manual (SAMM); and DoD 7000.14-R, DoD Financial Management Regulation, in combination, provide the interpretation of these codes.

C6.2.1.2.1.1. The first position will contain the FMS and Grant Aid Service assignment code (Appendix 2.2) of the SC implementing agency responsible for administering the FMS Case.

C6.2.1.2.1.2. The second and third positions will contain the SC Customer Code (Appendix 2.18) [2].

C6.2.1.2.1.3. The fourth position will contain the mark-for code, also known as the in-country code. This code will be assigned and recognized in conjunction with the FMS offer release option code and the FMS freight forwarder/country representative FF/CR code; see explanation in paragraph C6.2.1.2.3.. When a mark-for code is not applicable, a zero must be entered.

C6.2.1.2.1.4. The fifth position will contain the FMS delivery term code (see DTR 4500.9-R, “Defense Transportation Regulation” (DTR) or DLMS Dictionary Logistics Data Resources Management System (LOGDRMS), available on the DLMS Website, for code definition and applicable values) to convey the point of

[2] Ibid.

delivery condition negotiated under the case agreement, and must correspond to delivery terms specified in the applicable letter of offer and acceptance.

C6.2.1.2.1.5. The sixth position will contain the appropriate FMS type of assistance/financing code (Appendix 2.19).

C6.2.1.2.2. Supplementary Address Field (SUPADD) (six character field)

C6.2.1.2.2.1. The first position will contain the security assistance program customer service designator (derived from Appendix 2.2). This is the customer country's requisitioning Service, which is published in the DLMS Dictionary and MAPAD.

C6.2.1.2.2.2. The second position will contain the applicable FMS offer release option code (A, Y, or Z) or code X to denote that the United States is responsible for transportation arrangements as determined by negotiations between the customer CR and the U.S. Service responsible for administering the FMS case, and as reflected in the Case Agreement. FMS offer release option codes are listed in DLMS Dictionary and the definitions and terms section of this manual with explanations of their application and recognition under FMS offer and release procedures.

C6.2.1.2.2.3. The third position will contain the FF/CR code to designate the recipient of shipments and documentation as published in the MAPAD. This entry or the use of code X or W will be applied and recognized in conjunction with the mark-for code entry as explained in Paragraph C6.2.1.2.3..

C6.2.1.2.2.4. The fourth through sixth positions will contain the specific SC case designator consisting of a three-position alpha/numeric code. The first position must be alphabetic, and the second and third positions may be alphabetic or numeric. All correspondence (such as letters and messages) must include the appropriate case identifier composed of the two-digit SC customer code, one-digit SC implementing agency code, the three-digit case designator, and the three-digit SC case line item identifier as part of the identification data.

C6.2.1.2.3. Designation of Shipment Addresses for Foreign Military Sales. The means of expressing ship-to and/or mark-for addresses in requisitions are the entries shown in mark-for and FF/CR, respectively. The designation of such addresses will be consistent with delivery terms contained in the case agreement. Specific codes must not be utilized in requisitions until such time as the codes and corresponding addresses are published in the MAPAD.

C6.2.1.2.3.1. The Defense Automatic Addressing System (DAAS) will reject Requisitions, Referral orders, Passing orders, Requisition Follow-Ups, and Requisition Modifications containing Military Assistance Program Address Codes (MAPAC) that do not have valid ship-to and mail-to addresses in the MAPAD, to the submitting International Logistics Control Office (ILCO) using DIC AE9 Supply Status with Supply Status Code DP.

C6.2.1.2.3.2. The inventory control points (ICP) may reject requisitions received off-line (mail, message, courier, fax, telephone) which contain MAPACs that do not have valid ship-to and mail-to addresses in the MAPAD, to the submitting ILCO using DIC AE3 Supply Status with Supply Status Code CX. This includes requisitions with exception data directing materiel to various shipping points.

C6.2.1.2.3.3. When shipment is to be made to a FF/CR or to a point designated by a FF/CR in response to a notice of availability (NOA), a specific code other than an X or W will be entered in the third position of the supplementary address. In this instance, the ship-to address will be the address listed in the MAPAD for the FF/CR or the address provided in response to the NOA. The mark-for address will be the address listed in the MAPAD for the code in the mark-for field (fourth position of the requisitioner field). For those countries that do not publish clear-text addresses for mark-for codes, there will be no mark-for address, but supply and shipping activities will perpetuate the mark-for code code in all related documentation. When a mark-for code is not applicable, a zero will be entered.

C6.2.1.2.3.4. When shipment is to be made to an assembly point or staging area, an XW will be entered in the second and third positions of the supplementary address and a clear-text address will be conveyed in a requisition with exception data. See paragraph C25.2.1.2.3.2. The mark-for field, if required, will designate the mark-for address.

C6.2.1.2.3.5. When shipment is to be made to an address within the customer country, an XX will be entered in the second and third positions of the supplementary address and the in-country ship-to address will be the address listed in the MAPAD for the designated mark-for code. See paragraph C6.2.1.2.4.3.

C6.2.1.2.3.6. The foregoing instructions apply to all customer countries except Canada. For Canada, shipment address codes are contained in the second and third positions of the supplementary address.

C6.2.1.2.4. <u>FMS Offer Release Option Codes</u>

C6.2.1.2.4.1. FMS offer release option codes are used in requisitions for shipments to be made or offered to FF/CRs. These codes specify whether shipments are to be made automatically or under one of two types of NOAs and will be consistent with the conditions of the FMS case agreements. FMS offer release option codes are not applicable to requisitions for Canada since FFs are not utilized for Canada and both the second and third positions of the supplementary address are used to denote shipment addresses.

C6.2.1.2.4.2. FMS offer release option codes and their explanations are listed in DLMS Dictionary and the definitions and terms section of this manual.

C6.2.1.2.4.3. If, consistent with the conditions of the FMS case agreements, transportation arrangements for shipments are to be accomplished by the

U.S. Service, an X will be entered in second position of the supplementary address in lieu of a country FMS offer release option code. When an X is authorized and entered in second position of the supplementary address, an X or W, denoting shipment to an address within the customer country or shipment to an assembly point or staging area, must be entered in the third position of the supplementary address.

C6.3. REQUIRED AVAILABILITY DATES

C6.3.1. Requisitions for FMS and Grant Aid requirements for major weapons systems, end items, and concurrent spares will be prepared to reflect the amount of time remaining from dates of requisitions until required availability dates (RADs) become effective. In FMS cases, compute the RAD by adding the lead time stated on the letter of offer and acceptance (LOA) to the date of acceptance by the purchaser. For Grant Aid, compute the RAD by adding the ICP determined lead time to the date of the order.

C6.3.2. The requisition RAD is a three position value consisting of the character A in the first position followed by the number of months remaining from the date of the requisition to the computed RAD in the second and third positions. The RAD is identified in rp 62-64 of DIC A0_ transactions. The concatenated RAD value enables the source of supply, ILCO, and customer control of requisitions, provides for recognition of firm commitments to foreign governments, and helps ensure that materiel requirements are ready for delivery by the approved RAD. The actual date for calculation of the RAD will be the last day of the month depicted by the RAD entries in the requisition. Shipment of materiel will be made at the time of initial requisition processing to the extent that releasable assets are available, regardless of the number of lead time months shown in the RAD entry. Materiel not immediately available should be acquired and shipped by the last day of the month depicted by the RAD entries. However, depending on availability, materiel may be acquired and shipped after the RAD expires and cancellations are submitted. Appropriate status will be provided to the address(es) designated in the requisition.

C6.3.3. For Grant Aid, as soon as practicable, but not later than 120 days after receipt of an approved funded order, the Service/Agency (S/A) Departments will place a RAD on the requisitions for major items, and the associated support equipment and initial issue parts, as determined by the S/A.

C6.3.4. RAD time begins with the date of the requisition (i.e., the date contained in the requisition document number (See Appendix 2.14)) and does not have the effect of holding release of the materiel.

C6.3.5. Requisition originators will modify the RADs when contract forecast delivery dates indicate availability of items at a time other than designated by the previously established RADs. In inter-S/A actions, when requisitions or other documents bear a RAD with a shorter lead time than when the materiel will be available, the supplying S/A will promptly provide the requesting S/A with status reflecting the true availability date. This will be accomplished by use of DIC AE_ with Supply Status Code

BB, BV, or B3, as appropriate. The requesting S/A will adjust all records to reflect the new availability date information. When the supplying S/A is aware that the established RAD will not be met, that S/A's source of supply will advise the appropriate ILCO that the RAD will not be met due to slippage and internal processing. The advice of RAD slippage will be furnished to the ILCO by letter, message, or DIC AE_ with Supply Status Code B3.

C6.3.5.6. An extended required delivery date (RDD) in an FMS requisition will be expressed with the letter S in the first position, followed by the number of months from the date of the requisition before which delivery is required in second and third positions. The extended RDD is identified in rp 62-64 of DIC A0_ transactions.

C6.3.5.6.1. The release date is defined as five days prior to the last day of the month indicated the last two positions of the extended RDD. Releasable assets will be held until 50 days prior to the last day of the indicated month.

C6.3.5.6.2. In the case of DLA support, the extended RDDs will cause intentional holding of support. For those orders, the support date is calculated externally by DAAS upon receipt of the transaction and fed to DLA (RIC SMS). DAAS sends RIC SMS the actual Standard Delivery Date, which in the case of extended RDDs will cause the order to go into BP status and be held until 50 days prior to the release date.

C6.4. <u>REQUISITION PREPARATION AND SUBMISSION</u>

C6.4.1. Requisitions will be prepared and transmitted by Security Assistance countries and security assistance organizations (SAO) to the applicable ILCO in the appropriate MILSTRIP format as prescribed by the U.S. Service. The ILCO will transmit FMS and Grant Aid requisitions to the appropriate source of supply in the prescribed DoD MILSTRIP format.

C6.4.2. Requisitions prepared by the U.S. Service for FMS and Grant Aid requirements will be transmitted to the appropriate source of supply in the prescribed MILSTRIP format.

C6.4.3. ILCOs will enter a cooperative logistics program support category code (CLPSC) (Appendix 2.22) to applicable requisitions and passing orders, in order to convey programmed/non-programmed status of a requisition to an ICP/integrated materiel manager (IMM). The CLPSC is identified in rp 72 of DIC A0_ transactions. Supply support provided under cooperative logistics supply support arrangement (CLSSA) agreements is intended to provide support to the requiring nation on the same basis that support is provided to U.S. Forces, within assigned priority (based upon force or activity designator (F/AD)) and with all other coding being equal. However, such support cannot be provided if it will impair the combat effectiveness of U.S. Forces. Consequently, CLSSA support is not to be provided on the same basis as for U.S. Forces until after the expiration of a lead time period necessary to augment U.S. Stocks to support the agreement. CLSSA requisitions received before the expiration of

required lead time may be filled from existing supply source stocks only if stock levels do not drop below the established reorder point. If sufficient stock balances are not available to fill such requisitions without dropping below the reorder point, sources of supply will initiate procurement action to fill the CLSSA requirement. CLSSA requisitions received prior to expiration of the established lead times are considered to be “un-programmed” requirements. Un-programmed CLSSA requisitions and passing orders will contain CLPSC 2 (Appendix 2.22). CLSSA requisitions and passing orders received after expiration of the lead time required to augment stock levels will be processed in the same manner as U.S. demands. Such requisitions and passing orders are considered to be “programmed” requirements and will contain CLPSC 1. If the requisition does not identify a CLPSC code, the ICP/IMM will process it as an un-programmed requirement.

C6.4.4. Certain FMS and Grant Aid requisitions will be subject to a restriction in quantity when it is determined that the total requirement for an item will result in more than 25 shipment units. This constraint is employed to preclude the assignment of non-MILSTRIP transportation control numbers (TCN) that occur when the number of shipment units exceeds 25 and that cause a loss of identity to the shipment. The DoD Components must specify the items of equipment to which the quantity restriction applies. Generally, these items are equipment such as wheeled/tracked vehicles or other items when a unit of issue of one each constitutes a single shipment unit.

C6.4.5. SA requisitions (identified by Service/Agency Code B, D, I, K, P, or T in the document number ) will be reviewed for appropriate PD assignment by the ILCO prior to release. Specific procedures to accomplish this may be deferred until implementation of the Defense Security Assistance Management System (DSAMS). SA will not be revalidated by DAAS against the established edit table. However, any SA requisitions with PD 01, 04, or 11 will be displayed as suspected abuse in the Unauthorized Priority Designator Report under the appropriate Service/Agency heading with no activity name.

***C6.4.6. Security Cooperation Enterprise Solution (SCES) Interim State Logistics Routing Solution***

***C6.4.6.1. Under the Security Cooperation Enterprise Solution (SCES) interim state logistics routing solution, if the Security Cooperation (SC) case designator indicates the FMS case is managed by SCES, the ILCO management information system will recode the FMS or Grant Aid requisition as a passing order (DIC A3_) and update the transaction with the applicable Defense Security Cooperation Agency (DSCA) RIC, distribution code, and fund code values based on the SC implementing agency code.*** [3]

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[3] ***Refer to Approved DLMS Change (ADC) 1177***

***C6.4.6.2. After validation, SCES will convert the passing order to a requisition and transmit the FMS and Grant Aid requisitions to the appropriate source of supply.***[4]

C6.5. STATUS IN GENERAL

C6.5.1. Sources of supply will provide status only to the ILCO or other monitoring activities identified by the distribution code. DIC AE3 will be used to provide supply status, and DIC AS3 will be used to provide shipment status in response to follow-ups. However, DIC AE8/AS8 will be used for status initiated by the source of supply or as otherwise delegated. It is the responsibility of the ILCO or monitoring activity to furnish status to the appropriate country status recipient.

C6.5.2. Status from the ILCO/monitoring activity to the MAPAD country status recipient will be transmitted through DAAS.

C6.5.3. Status to FMS customers is sent to the MAPAD type address code (TAC) 4 country status recipient.

C6.5.4. Status to Grant Aid customers is sent to the MAPAD TAC 3 purchaser/in-country SAO status recipient.

C6.5.5. The media and status (M&S) entry should be zero to preclude unnecessary status output. The transmission medium is determined by DAAS.

C6.6. STATUS UPON REQUISITION INITIATION OR SUBMISSION

C6.6.1. General. Status is provided by the ILCO to the customer when the requisition enters the supply system.

C6.6.2. Service Initiated Requisitions. When FMS requisitions are prepared and introduced by a U.S. Military Service, a supply status document representing the U.S. prepared requisition will be transmitted by the introducing U.S. Military Service to the appropriate MAPAD status recipient. The supply status document may also be prepared for Continental United States (CONUS)-generated Grant Aid transactions and, when prepared, will be transmitted to the appropriate in-country SAO.

C6.6.2.1. The supply status (DIC AE_) will contain code A, B, D, or E in the third position of the DIC to reflect the type of stock number being requisitioned.

C6.6.2.2. The latest available unit price should be entered in rp 74-80; however, this is an optional entry depending on the capability of the involved Military Service.

C6.6.2.3. Status Code BU will be entered in rp 65-66.

[4] ***Ibid***

C6.6.2.4. The estimated shipping date (ESD) in rp 70-73 may be left blank.

C6.6.3. Customer Initiated Requisitions

C6.6.3.1. When country prepared FMS requisitions are forwarded to sources of supply by the ILCO, supply status with DIC AE2 citing Status Code BW will be provided to the customer.

C6.6.3.2. When Grant Aid requisitions prepared by the in-country SAO are forwarded to sources of supply by the ILCO, supply status with DIC AE1 citing Status Code BW will be provided to the customer/SAO.

C6.6.3.3. The latest available unit price may be entered in rp 74-80.

C6.6.3.4. The ESD in rp 70-73 may be left blank.

C6.7. FOLLOW-UPS AND STATUS RESPONSES

C6.7.1. As authorized, follow-ups, modifiers, and cancellations for FMS and Grant Aid transactions may be submitted by the CR or in-country SAOs to the sources(s) designated by the individual U.S. Military Service administering the FMS case or Grant Aid program line.

C6.7.2. When follow-ups are submitted to the ILCO/monitoring activity, the latest status information will be furnished to the CR by the ILCO/monitoring activity.

C6.7.3. FMS requisition status will be provided in the DIC AE2 or AS2.

C6.7.4. Grant Aid requisition status will be provided in the DIC AE1 or AS1.

C6.7.5. When current status information is not available on requisitions that were submitted to the supply system, the ILCO/monitoring activity may transmit the follow-up to the appropriate source of supply or provide interim status to the customer pending completion of ILCO/monitoring activity follow-up action. In either case, a supply status document containing Supply Status Code BW or BM (as indicated by the U.S. Military Service) and a blank ESD field may be provided to the customer. When requisitions have not been introduced into the supply system, the ILCO/monitoring activity will provide a written reply to the customer originated follow-ups.

***C6.7.6. Security Cooperation Enterprise Solution (SCES) Interim State Logistics Routing Solution. Under the SCES interim state logistics routing solution, the ILCO management information system will forward follow-ups, modifiers, and cancellations to the applicable DSCA RIC based on the SC implementing agency code if the SC case designator indicates the FMS case is managed by SCES.***[5]

[5] ***Ibid***

C6.8. CANCELLATION AND REJECTION STATUS

C6.8.1. Cancellation and rejection status from the source of supply will be provided to the ILCO/monitoring activity using the DIC AE3 and the appropriate status code.

C6.8.2. DIC AE1/AE2 supply status transactions will not be produced by the source of supply on FMS and Grant Aid requisitions.

C6.9. STATUS ON FOREIGN MILITARY SALES NOTICE OF AVAILABILITY

C6.9.1. When FMS requisitions are processed and a NOA is forwarded to the FF/CR, a DIC AE2 supply status transaction containing Status Code BL will be furnished to authorized status recipients at the same time the NOA is forwarded.

C6.9.2. The BL status advises that the item is available for shipment and was offered to the FF/CR on the date entered in rp 70-73.

C6.10. MODIFICATION OF FOREIGN MILITARY SALES OFFER RELEASE OPTION OR FREIGHT FORWARDER/COUNTRY REPRESENTATIVE

C6.10.1. Unusual circumstances may require a change in the country FMS offer release option code or freight forwarder code for an FMS case or for individual requisitions within an FMS case. When this condition exists, either FMS customers or ILCO/monitoring activity may initiate DIC AM_ Requisition Modification to change the coded data in FMS requisitions that have been released to the supply system.

C6.10.2. FMS requisition modification transactions will be initiated under standard MILSTRIP procedures. Entries in the requisition modifier transaction may differ from those in the original requisition only to reflect changes to one or any combination of the following:[6]

C6.10.2.1. Media and status, rp 7

C6.10.2.2. FMS offer release option code, rp 46

C6.10.2.3. Freight forwarder, rp 47

C6.10.2.4. Signal code, rp 51

C6.10.2.5. Fund code, rp 52-53

C6.10.2.6. Distribution code, rp 54

C6.10.2.7. Project code, rp 57-59

[6] Revised requisition modifier procedures last reported as not implemented by the United States Marine Corps (USMC). Refer to AMCL 123C.

C6.10.2.8. Priority designator, rp 60-61

C6.10.2.9. Required availability date, rp 62-64

C6.10.2.10. Advice code, rp 65-66.

C6.10.3. Modifiers that change the FMS offer release option or FF/CR must be submitted to procurement for manual amendment of contracts. Customers are responsible for additional charges that may accrue. To limit manual processing and avoid additional contract charges, modifiers that change the FMS offer release options or FF/CR should be submitted only when the change is mandatory. When (LOAs have not been amended to reflect the changes, FMS customers must coordinate with the Service ILCO/monitoring activity before requesting requisition modification.

C6.11. RELEASE OF FOREIGN MILITARY SALES SHIPMENTS[7]

C6.11.1. General. U.S. shipping activities use the NOA to notify the designated FF/CR addressee and the International Logistics Control Office (ILCO) (identified by the SC Implementing Agency) that materiel is ready for shipment.

C6.11.1.1. The procedures for releasing shipments of FMS materiel from storage activities are normally dependent upon the entry in the FMS offer release option field of requisitions or related transactions. The exceptions to use of the FMS offer release option code in the release of shipments are:

C6.11.1.1.1. When the shipment is unclassified and is to be accomplished by parcel post/small parcel delivery service, the shipment will be released automatically without an NOA and should be either insured, certified, or registered. Evidence of shipment must be provided for all FMS shipments regardless of shipment size, weight, or value. Classified shipments always require use of an NOA, as indicated below.

C6.11.1.1.2. When an export release is required from the Military Surface Deployment and Distribution Command (SDDC) under DTR 4500.9-R, Chapter 203 (Shipper, Transshipper, and Receiver Requirements and Procedures), the shipping activity will submit a request for export release to the SDDC Operations Center before shipment. An NOA will be furnished to the FF/CR and will indicate that an export release has been requested. The export release provided by the SDDC releasing authority will include shipping instructions as coordinated with the FF/CR.

C6.11.1.1.3. When the shipping activity determines a need for a high degree of protection or control, or FMS offer release Option Z is indicated, the shipment must not be made until a response from the NOA is received. Examples of a shipment requiring a high degree of protection or control include materiel that is dangerous/hazardous, or sensitive; these types of shipments may not require an export

[7] Refer to (ADC) 1098, Updates to DD Form 1348-5 Notice of Availability (NOA) and Corresponding DLMS 856N NOA and 870N NOA Reply.

release. Note that FMS offer release option Z procedures must be followed if any unusual transportation factors apply. This includes oversize or overweight shipments, hazardous materiel shipments, classified shipments, sensitive shipments, and ammunition, arms and explosives shipments or any other factor that mandates coordinated release procedures (this does include Canada).

C6.11.1.1.4. From SDDC, an NOA will be furnished to the FF/CR and the shipment will be held pending receipt of release and shipping instructions from the FF/CR. NOAs for classified shipments will be forwarded to the CR identified in the MAPAD.

C6.11.1.2. For shipments not subject to the exceptions outlined in Paragraph C6.11.1.1., the entry in the FMS offer release option field will prescribe procedures to be followed in releasing shipments of FMS materiel from storage activities. For FMS offer release options Y and Z, notification to the designated FF/CR is required prior to release of the shipment. For FMS offer release option A or X, the shipment will be released automatically, without providing an NOA to the FF/CR.

C6.11.1.3. U.S. shipping activities use the NOA to notify the designated FF/CR addressee that materiel is ready for shipment. A manual NOA will be prepared for all FMS purchases except those customers specifically requesting mechanized NOAs such as the Federal Republic of Germany. Countries desiring to receive the mechanized NOA will submit a request to the Director, ***Defense*** Logistics Management Standards Office. Procedures for NOA preparation are contained in Paragraphs C6.11.2. and C6.11.3.

C.6.11.1.4. The NOA will identify the TCN assigned to the shipment, which will be created in accordance with guidance in DTR 4500.9-R, Appendix L. The manual or mechanized NOA document will be assigned an NOA notice number to reflect the number of times the NOA has been sent to the FF/CR.

C6.11.2. Manual Notice of Availability

C6.11.2.1. DD Form 1348-5, Notice of Availability/Shipment, will serve as a cover document for individual copies of DD Form 1348-1A***,*** DD Form 250, or DD Form 1149 applicable to each line item in a shipment unit. Together, these documents will comprise the original NOA. The data to be entered on DD Form 1348-5 (See Appendix 1.4) are those that describe the shipment unit, while the supporting copies of the DD Form 1348-1A provide individual item data. All blocks of the DD Form 1348-5 from the top of the form to the portion captioned “CONSIGNEE INFORMATION” will be completed by initiating activities. All data blocks are self-explanatory, except that the “NOA Notice Number” reflects the number of times the NOA has been sent to the FF/CR. The TCN block represents the transportation control number assigned to track the shipment. The shipping activity must complete the “SPECIAL REQUIREMENTS” section for materiel discussed in Paragraph C6.11.1.1.3. The manual NOA will be mailed to the notice recipient specified in the MAPAD, except that the NOAs covering

classified shipments will be forwarded to the country representative. Distribution of DD Form 1348-5 is as follows:

| COPY NO. | USAGE |
|---|---|
| 1 | Retained by the shipping activity pending receipt of shipment release instructions. |
| 2, 3 | Furnished to the appropriate FF/CR address (as designated in the MAPAD to receive the NOA) for insertion of shipment release instructions on the third copy and return to the shipping activity. The second copy will be retained by the FF/CR. Copies of the DD Form 1348-1A, DD Form 250, or DD Form 1149 will accompany the DD Form 1348-5. |

C6.11.2.2. Replies to manual NOAs will be performed by two different methods, contingent on the need for an export release. When an export release is required, the FF/CR will furnish specifying consignment instructions, if any, and coordinate these or other shipment or delivery instructions with the SDDC releasing authority. When an export release is not required, the reply will be accomplished by insertion of shipment release instructions on the third copy, which will be returned to the shipping activity. Shipment release instructions will provide for shipment or delivery of materiel to a single destination by shipment unit. Shipping activities will not split shipment units identified by shipment unit numbers to accommodate shipments or deliveries to multiple points. Instructions to FF/CRs regarding replies to NOAs will specify the need for coordinated instructions when an export release is required and include provisions for the following minimum data in the replies to other NOAs:

C6.11.2.2.1. The complete name and address of the consignee except when materiel will be picked up by the FF/CR.

C6.11.2.2.2. The date materiel is to be shipped or the date the materiel will be picked up by the FF/CR.

C6.11.2.2.3. The complete name and telephone number(s) of the individual(s) who will be available and authorized to receive materiel on behalf of the purchasing country, for the specific classified shipment covered by the NOA advising of the availability of a classified shipment.

C6.11.2.3. In instances where the shipment does not require an export release or the shipping activity determines there is no requirement for a high degree of protection or control and the FMS offer release option Y is indicated for the materiel, the shipment will be released to the FF/CR on the 15$^{th}$ calendar day after the NOA date, unless alternate shipping instructions are received. When an export release is required, the shipment will be held pending receipt of release and shipping instructions from the SDDC releasing authority, and if such instructions are not received within 15 calendar

days after the NOA date, follow-up to both SDDC and the ILCO in lieu of transmitting a duplicate NOA. In instances where the shipping activity has determined a need for a high degree of protection or control or FMS offer release option Z is indicated, the shipment must be held pending receipt of release and shipping instructions from the FF/CR. If an NOA response is not received within 15 calendar days of the NOA date, the shipping activity will send a follow-up to the designated NOA recipient using the same TCN. The duplicate NOA will be annotated with the number 2 in the NOA Notice Number field to indicate that release has been delayed due to non-response to the original NOA. Two copies of the annotated DD Form 1348-5 (Notice of Availability/ Shipment), together with the applicable DD Form(s) 1348-1A, DD Form(s) 250, or DD Form(s) 1149 will be held as a record of the non-response to the original NOA. If no response is received within 15 calendar days of the follow-up NOA, another follow-up will be sent with the number 3 in the NOA Notice Number field to indicate that release continues to be delayed due to non-response to the original and follow-up NOAs. File copies will be updated to reflect the non-response and submission of a second follow-up. Simultaneous with the second follow-up, the appropriate ILCO will be contacted (offline) for assistance and follow-up action to obtain the NOA response. Upon receipt of the offline contact from the shipping activity, the ILCO must intervene, on behalf of the shipping activity, to obtain a response to the NOA so the open shipment action can be closed. NOTE: This follow-up procedure does not apply to Delivery Term Code (DTC) 8 releases. DTC 8 releases involve materiel, usually Sensitive Arms, Ammunition and Explosives, which follow special export procedures that require more time to process than can be encompassed by the above follow-up procedure.

C6.11.3. Mechanized Notice of Availability. Except for classified shipments or unclassified shipments to be accomplished by parcel post/small parcel delivery service, the mechanized FMS NOA is provided to customers having a need to receive mechanized data for FMS shipments when FMS offer release option Y or Z is indicated in requisitions or when an export release is required. The mechanized NOA consists of the following documents:

C6.11.3.1. The initial DIC AD1 and ADR FMS NOA key document contains both shipment unit information and line item information as contained in the DD Form 1348-1A. When an export release is not required, use DIC AD1. When an export release is required, use DIC ADR. When export release instructions have not been received within 15 days of the NOA date, a follow-up will be made to the SDDC releasing authority. If the FMS offer release option Y applies, do not prepare or transmit to the FF/CR a delay NOA key document, DIC AD3. When FMS offer release option Z applies and release instructions have not been received within 15 calendar days of the initial NOA date, prepare and transmit a delay NOA key document; a DIC AD3 will accompany the delay NOA detail documents.

C6.11.3.2. The FMS NOA contains line item information as contained in the issue/release document (e.g., the MRO or DD Form 1348-1A). The initial detail document contains a DIC AD2. When FMS offer release option Z applies and release instructions have not been received within 15 calendar days of the NOA date, a delay

NOA will document all the line items using the DIC AD4; the DIC AD4 will be prepared for each initial detail document that accompanied the initial key document.

C6.11.3.3. The FMS reply document (DIC AD5) will always be used when replying to a mechanized NOA other than those requiring export release. When replying to a DIC ADR NOA key document, the specifying consignment instructions and/or other shipment or delivery instructions will be provided to the SDDC releasing authority to facilitate provision of a coordinated (export) release to the shipping activity. In replying to mechanized NOAs other than those requiring export release, the following rules apply:

C6.11.3.3.1. When shipment release is to be made to the addresses identified by coded entries in the MAPAD, the NOA Reply will contain a Shipment Release Code R. In the AD5, the Shipment Release Code R is conveyed in rp 60.

C6.11.3.3.2. When shipment release instructions are being mailed under separate cover, the NOA Reply will contain a a Shipment Release Code E. In the AD5, the Shipment Release Code E is conveyed in rp 60. The shipment release instructions may be communicated by letter, country designated forms, or other appropriate communications; however, such instructions must reach the shipping activity within 15 days for transactions coded with FMS offer release option Y. Otherwise, the shipment will be released automatically to the appropriate address contained in the MAPAD. The S/A implementation of these procedures will provide for such replies to be transmitted to the activity designated by the Routing Identifier Code (RIC) contained in rp 4-6 of the NOA documents.

C6.11.3.3.3. When a country replies to an NOA and rejects the shipment because the shipment unit contains materiel that will constitute a duplicate shipment, the shipping activity will withdraw the rejected materiel from the shipment and prepare a new NOA (DIC AD1 and AD2 or ADR and AD2).

C6.11.3.3.4. Shipments from Procurement. RESERVED.

C6.11.3.3.5. Storage or staging charges may accrue when a NOA response (or failure to respond) requires the items to be held for an extended period of time. Any storage costs are charged to the FMS case.

C6.12. <u>CONSOLIDATION AND MARKING OF FOREIGN MILITARY SALES AND GRANT AID SHIPMENTS</u>

C6.12.1. <u>Consolidation Requirements</u>. The shipment planning process should recognize and assure compatibility of codes in requisitions and related documents when configuring shipment units.

C6.12.1.1. <u>Exception to Consolidation</u>. Requisitions beginning with an N (Not Mission Capable Supply (NMCS)) or E (Anticipated Not Mission Capable Supply (ANMCS)) in the Special Requirements Code (rp 62) or containing the value 777 in the

Special Requirements Code (rp 62-64), will not be held for consolidation, but the NOA requirements remain in effect.

C6.12.1.2. FMS Assembly Shipment Consolidation Eligibility. FMS assembly shipments may be consolidated into containers or shipment units if under the same SC implementing agency, SC customer code, mark-for code, FMS delivery term code, Security Assistance program customer service designator (in-country service), FMS offer release option code, FMS FF/CR code, FMS case and case line number, project code (if applicable), priority designator (PD), and distribution code.

C6.12.1.3. FMS Non-Assembly Shipment Consolidation Eligibility. The criteria for FMS non-assembly shipments are the same as for FMS assembly shipments with the following exceptions: non-assembly shipments may be consolidated regardless of case line number (CLN) and the distribution code is not considered.

C6.12.1.4. Grant Aid assembly and non-assembly shipments may be consolidated into containers or shipment units if under the same SC implementing agency, SC Customer Code, mark-for code, Grant Aid type of assistance/financing code, project code (if applicable), and PD.

C6.12.1.5. Consolidation will also be limited by the following conditions:

C6.12.1.5.1. Physical characteristics of items should be compatible with other items in the same shipment unit.

C6.12.1.5.2. Explosives or other dangerous articles must not be consolidated with other items.

C6.12.1.5.3. Aircraft, missiles, engines, and large (excess dimension) spares or assemblies for any item of equipment subject to special handling or construction, or requiring movement as a single shipment unit must not be consolidated with other line items.

C6.12.1.5.4. Radioactive or magnetic materiel must not be consolidated together or with other materiel.

C6.12.1.5.5. When shelf-life items are included in a consolidated shipment, the exterior of the consolidated shipping container must be marked under the multipack requirements of MIL-STD-129, "Military Standard Marking for Shipment and Storage."

C6.12.2. Address Marking. The manner of designating ship-to and/or mark-for addresses in requisitions is described in paragraph C6.2.1.2.3. After determining the specific coded entries and their use as a ship-to and/or mark-for address in a given requisition, the corresponding clear-text address for container markings will be obtained from the MAPAD.

C6.12.3. Issue Release/Receipt Document (IRRD) (DD Form 1348-1A or DD Form 1348-2) Continuation Page. All references in this chapter to DD Form 1348-1A and DD Form 1348-2 and its distribution will by direct association also apply to its continuation page as described in MILSTRIP Chapter 5. The continuation page contains encoded information for the automated processing of multiple serialized items in a shipment.

C6.13. DOCUMENT DISTRIBUTION

C6.13.1. Military Assistance Program Grant Aid Documents

C6.13.1.1. DD Form 1348-1A. Documentation to accompany shipments will be two copies of DD Form 1348-1A, Issue Release/Receipt Document. See Figure C6.F1.

C6.13.1.2. DD Form 250. On direct deliveries from vendors, a copy of DD Form 250, Material Inspection and Receiving Report, procurement shipping and receiving document, will be forwarded to the SAO of the country.

C6.13.2. Foreign Military Sales Documents. DD Form 1348-1A. Documentation to accompany shipments will be two copies of the IRRD. See Figure C6.F1. For shipments requiring an NOA, three copies of DD Form 1348-1A will accompany the NOA.

Figure C6.F1. Distribution of DD Form 1348-1A

| DOCUMENT | NO. OF COPIES | DISTRIBUTION |
| --- | --- | --- |
| DD Form 1348-1A | Three | Two copies must accompany all shipments. A minimum of one copy must be on the outside if not in conflict with other applicable directives.<br>The original must be retained by the shipper unless an automated capability is available to prove a shipment has been made.<br>When DD Form 1348-1A contains bar coding, one of the two copies to accompany all shipments will be the original copy. |
| DD Form 1348-1A | One | Forwarded via priority mail to the activity designated in the MAPAD to receive the document (Type Address Codes 5 and 6; if blank, see Type Address Codes 1 and 2, respectively). |

C6.14. SPECIAL GRANT AID PROCEDURES

C6.14.1. When issues of excess materiel are made in support of reimbursable Grant Aid requisitions, the following actions must be initiated:

C6.14.1.1. Change signal code to D.

C6.14.1.2. Furnish BN supply status to designated address(es).

C6.14.2. When issues of DoD Defense Working Capital Fund (DWCF) stocks are made in support of reimbursable Grant Aid requisitions, type of assistance/financing code C is currently being used. DWCF activities are billing for those after the fact.

C6.15. CANCELLATION OF REQUISITIONS

C6.15.1. The rules governing cancellation of requisitions (see MILSTRIP Chapter 2, Paragraph C2.17.; Chapter 3, Paragraph C3.27.; and Chapter 8) apply to FMS and Grant Aid except for special procedures herein.

C6.15.2. When individual line items with a Grant Aid program RCN are to be canceled, or FMS cases/programs are to be canceled, the canceling Agency/activity will submit single-line cancellation requests under the appropriate Service policy.

C6.15.3. FMS/Grant Aid single-line cancellation requests will be processed under Chapter 3, Paragraph C3.27., except that:

C6.15.3.1. No tracer action will be initiated for FMS shipments to foreign purchasers that move in commercial transportation channels to commercial freight forwarders; they are therefore not available for cancellation after turnover to the commercial transportation carrier, post office, or freight forwarder. For shipments that have already shipped, storage activities will furnish supply sources with shipment status documents (DIC AU_).

C6.15.3.2. Sources of supply must advise the ILCO of contractual agreements that will result in cost conditions if cancellations, diversions, or holding are accomplished. The ILCO decides whether the cancellation, diversion, or hold actions will be suspended or continued. Decisions to cancellations or diversions must be provided to the supply source by narrative message containing the notation: "Decision for cancellation or diversion by ILCO."

C6.15.4. FMS/Grant Aid mass cancellation requests will be processed under Chapter 8, except that Security Assistance Program mass cancellation requests will be submitted with the required codes for identification of one of the following, for which cancellation of all requisitions is requested:

C6.15.4.1. SC implementing agency and SC customer code

C6.15.4.2. SC implementing agency and SC customer code and project code

C6.15.4.3. Federal supply classification (FSC) or federal supply group (FSG) when associated with a SC implementing agency code and SC customer code.

C6.15.5. Transportation (such as the terminal costs associated with stopping, holding, and returning materiel to depots or storage) and procurement termination costs incident to actual diversion/cancellation of FMS requisitions will be charged under DoD 7000.14-R, "DoD Financial Management Regulation."

C6.15.6. Grant Aid shipments that meet the criteria for shipment diversion under mass cancellation conditions will be diverted to the pre-designated storage sites of the canceling Service by the Defense Transportation Service (DTS). Storage sites in receipt of Grant Aid cancellation shipment(s) will report the receipt(s) to the applicable Service ICP/ILCO and the materiel will be accounted for as suspended materiel pending receipt of disposition instructions. Service ILCOs will provide disposition instructions under the provisions of DSCA 5105.38-M, "Security Assistance Management Manual" (Part II).

C6.15.7. Navy-sponsored FMS shipments from vendor sources will be diverted to pre-designated Navy storage sites by the DTS. FMS shipments sponsored by the other Services and Navy sponsored shipments from DoD/General Services Administration (GSA) storage activities will be diverted under MILSTRIP Chapter 8, Paragraph C8.5.1.

C6.16. REPAIR AND REPAIR/REPLACE PROGRAM

C6.16.1. General. Purchasing countries can establish FMS cases to get items repaired, most commonly at the depot level. Purchasing country repair requirements are integrated with the repair programs of the military services and are accomplished by organic military repair facilities (i.e., Army maintenance depots, Air Force logistics centers, Naval aviation depots, Naval shipyards) or by civilian contractors. There are two concepts used in obtaining repairs under the FMS repairable program:

C6.16.1.1 Repair and Return. The FMS customer must request approval for repair through the ILCO from the item/repair manager before shipping materiel to the U.S. for repair. After receiving approval and shipping instructions from the item manager the purchaser ships the materiel to the designated repair facility where it is entered into the repair queue. After repairs are completed, the item is shipped back to the FMS customer. In the repair and return program, the cost to the country is the actual cost of the repair in accordance with DoD 7000.14-R, Financial Management Regulation (FMR), Volume 15, Chapter 7.

C6.16.1.2 Repair and Replace. Under the repair and replace program, the unserviceable item is returned to the repair activity and, if it can be economically repaired or overhauled, a replacement item is issued from the U.S. Military Service's stocks. The country's unserviceable item is repaired or overhauled and returned to the U.S. military service's stocks. Under this program, countries are charged the estimated average cost of repairs (also referred to as net cost or exchange price).

C6.16.2. Repair Service Value. The repair service value is the cost to repair or replace an FMS-origin item returned by an FMS customer. The estimated or actual repair unit cost, as appropriate for the type of repair program, will be identified for use in specific business processes including status, shipment, and preparation of the subsequent billing statement by Defense Finance and Accounting Services (DFAS). If actual cost varies among multiple items in a shipment, off-line manual processing may be used to communicate the applicable values.

C6.16.2.1. Supply Status. When supply status (DIC AE_) is provided in association with a repair or repair/replace program, the repair service unit cost will be provided in place of the unit cost for the NSN in rp 74-80).

C6.16.2.2. Materiel Release Order (MRO). When the repaired or replacement item is located in a DoD storage activity, the activity directing shipment must include the repair service unit cost on the release order (DIC A5_) so that it can be perpetuated to the shipment documentation. The Air Logistics Complex has comparable ability via direct interface with a shipping Distribution Depot; for non-Air Logistics Complex locations, offline communications will be required to convey the repair cost information to the depot.

C6.16.2.3. Shipment Document. The repair facility and/or the storage activity will include the estimated or actual repair service unit cost on the shipping document. This is required for U.S. Customs export purposes. For DoD storage activities, the repair service value will be perpetuated from the MRO and will be properly identified on the DD 1348-1A/2 (see Appendices 1.1, 1.35, and 3.48).

C6.17. RETURN OF DISCREPANT FOREIGN MILITARY SALES MATERIEL

C6.17.1. Discrepancies in FMS shipments are reported on a Supply Discrepancy Report (SDR) (via SF 364, Report of Discrepancy, or equivalent under DLMS), by the receiving FMS customer through the applicable ILCO. The required data entries and procedures for processing SDRs are provided in DLM 4000.25, DLMS Manual Volume 2, Chapter 17.

C6.17.2. When it is determined that materiel reported on an SDR is to be returned to U.S. supply systems stocks, the U.S. source of supply will provide the SDR reply to the applicable ILCO for distribution to the FMS customer. The source of supply or the applicable ILCO will prepare DD Form 1348-1A to be used to return the materiel. The prepared form will contain entries shown in Appendix 3.50. All DLA shipments resulting in an SDR due to a wrong item received will be returned to a CONUS DLA depot as part of the SDR process.

C6.17.3. The DTS will be used to return discrepant FMS materiel when appropriate. This can be accomplished in two ways:

C6.17.3.1. If a transshipment point has not been specified and the SAO has the capability/capacity to perform this function, the SAO will arrange for movement through the DTS.

C6.17.3.2. If a transshipment point has been designated, the transshipment point will arrange for movement through the DTS.

C6.17.3.3. The transshipment point should be a U.S. Activity located in the FMS country that submitted the SDR and/or be reasonably accessible to the FMS country.

C6.17.3.4. At a minimum, the transshipment point will provide legible copies of the signed DD Form 1348-1A (evidencing receipt) to the U.S. source of supply, the appropriate CR listed in the MAPAD, and, if requested, to the consignor. The latter two copies may be reproductions of the copy furnished to the source of supply.

C6.17.3.5. Coordination between the U.S. source of supply and the ILCO is required prior to initial designation as a transshipment point of an S/A other than that of the source of supply.

C6.17.3.6. When the DTS is not used for return of discrepant FMS materiel, the holding FMS country will arrange for movement through the FF/CR to the activity designated in Block 3 of DD Form 1348-1A. CONUS inland shipments will be effected by the use of a collect commercial bill of lading (CBL). Reimbursement of transportation charges between the holding FMS country and the FF/CR will be requested by the CR to the U.S. source of supply identified in rp 67-69 of DD Form 1348-1A.

C6.17.3.7. Regardless of the method of transporting return-eligible discrepant FMS materiel, all shipments pursuant to these procedures must be completed within 180 days of the date of document preparation entered in Block 5 of the DD Form 1348-1A.

C6.18. FMS TRANSPORTATION. FMS transportation guidance may be found in the Security Assistance Management Manual (SAMM), DSCA 5105.38-M and the DTR 4500.9-R, Part II.

C6.18.1. FMS detention and demurrage charges are located in the Security SAMM, Chapter 15, para C15.5.4.5.

C6.18.2. FMS document retention requirements are defined in the DTR 4500.9-R, Appendix E, Paragraph Q.

# C7. CHAPTER 7

# VALIDATION OF MATERIEL OBLIGATION

C7.1. SECTION I - SUPPORT OF UNITED STATES FORCES

C7.1.1. GENERAL

C7.1.1.1. This chapter prescribes policies and procedures for the validation by users of the continuing need for overage requisitioned requirements and for the reconciliation of source of supply materiel/obligation records with the due-in records of requisitioning activities. The purpose, therefore, is twofold: (1) validation of need and (2) reconciliation of records. For ease of reference, these two functions will hereinafter be called materiel obligation validation (MOV).

C7.1.1.2. A materiel obligation is herein defined as that unfilled portion of a requisition (for a stocked or nonstocked item) that is not immediately available for issue but is recorded as a commitment for future issue, either by direct delivery from vendor or back-ordered from stock. This includes both national stock number (NSN) and non-NSN items. Accordingly, MOV will pertain to those requisitioned items assigned Status Codes BB, BC, BD, BP[1], BV, and BZ as applicable. Requisitions that are to be filled by direct delivery from vendors, Status Codes BV and BZ, are excluded from automatic cancellation of the MOV process,

C7.1.1.3. An MOV request is generated from a source of supply to a requisitioner/control office for a comparison and validation of the continued requirement of outstanding requisitions held as materiel obligations by the source of supply with those carried as due-in by the requisitioner.

C7.1.1.4. An MOV response is a reply by a requisitioner to an MOV request advising the supplier:

C7.1.1.4.1. To hold a materiel obligation until supplied, or

C7.1.1.4.2. To cancel all or a portion of materiel obligation.

C7.1.1.5. An MOV reinstatement request[2] is submitted by a requisitioner to reinstate a previously canceled requisition due to the requisitioner's nonresponse to an MOV request. Conformance with standard line of accounting (SLOA)/accounting classification requires any initiation of a financial business event to include SLOA mandated standard financial information system (SFIS) elements.[3] The DLMS

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[1] Status Code BP may be deferred for inclusion under logistics system modernization.

[2] Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

[3] Refer to ADC 1043.

requisition reinstatement transaction supports inclusion of SLOA required elements. Pending full implementation of SLOA, DAAS will facilitate interoperability by updating selected SLOA data fields based upon the requisitioner's Service/Agency and Fund Code. ***If invalid/missing fund code for Signal Code A, B, C, J, K, or L, reject with the DIC AE9 Supply Status citing Status Code CF.***[4]

C7.1.1.6. A source of supply is herein defined as any Component activity that maintains materiel obligation records and includes, but is not limited to, those activities commonly referred to as integrated materiel managers (IMM), inventory control points (ICP), requisition processing points, stock points, and stock control activity (SCA).

C7.1.2. EXCLUSIONS FROM SECTION I

C7.1.2.1. Foreign military sales (FMS) transactions are excluded from these procedures; however, the Services should reconcile FMS materiel obligation records at the source of supply with those of the activities required to maintain FMS case control. MOV procedures for Grant Aid transactions are contained in Section II of this chapter (Paragraph C7.2.).

C7.1.2.2. Civilian Component activities are excluded unless covered by inter-Component agreements.

C7.1.3. MATERIEL OBLIGATION AGE CRITERIA

C7.1.3.1. Materiel obligations are considered overage and subject to this procedure when:

C7.1.3.1.1. Uniform Materiel Movement and Issue Priority System (UMMIPS) priority designator (PD) 01-08 requisitions have aged to 30 days past the requisition date.

C7.1.3.1.2. UMMIPS PD 09-15 requisitions have aged to 75 days past the requisition date.

C7.1.3.2. Special validations may be ordered without regard to the age of the materiel obligations involved.

C7.1.3.3. The provisions of this procedure also apply to long production lead-time items since requirements for such items may also change as a result of unit/force movements, deactivation, and other population changes. However, only item managers may elect to establish longer intervals for validation of long production lead-time items.

C7.1.4. SCHEDULE FOR CYCLIC VALIDATION OF MATERIEL OBLIGATIONS

C7.1.4.1. The annual schedule of cyclic validations in support of U.S. forces is shown in Table C7.T1.

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***[4] Refer to ADC 1043E.***

Table C7.T1. Cyclic Schedule for Materiel Obligation Validation (excludes Support of Grant Aid)

| CYCLE NO. | SOURCE OF SUPPLY CUTOFF TO PREPARE AND FORWARD VALIDATION REQUESTS | MAXIMUM ENDING DATE BY WHICH REQUISITIONER RESPONSES ARE DUE BACK TO SOURCE OF SUPPLY |
|---|---|---|
| 1 | 20 JAN | 5 MAR |
| 2 | 20 APR | 5 JUN |
| 3 | 20 JUL | 5 SEP |
| 4 | 20 OCT | 5 DEC |

C7.1.4.2. The MOV response time for support of U.S. forces is prescribed in Table C7-T1. Deployed units, afloat units, and continental U.S. (CONUS)/0utside the continental U.S. (OCONUS) locations that are unable to acknowledge receipt, or to respond by the prescribed date, may request that DAAS temporarily provide responses to MOV requests. The request must be approved by the theater/fleet commander or major command by message to DAAS (see Appendix AP1.32). The message will cite the MOV cycle for which the activity is unable to acknowledge receipt and provide the required MOV response. The Defense Automatic Addressing System (DAAS) will not generate MOV responses for any subsequent MOV cycle unless a separate message is received.[5]

C7.1.4.3. A consolidated report in the format shown in Appendix AP1.21 will be submitted quarterly by Component headquarters to the Deputy Assistant Secretary of Defense for Supply Chain Integration (DASD(SCI)). This report will be submitted within 30 days after close of each validation cycle. This report is assigned Report Control Symbol DD-A&S-1064. Prior to preparing the report, the source of supply will review the history file for those transactions in which the quantity response was different from the requested quantity. This review will determine whether the quantity difference resulted from a shipment or cancellation, or whether the requisitioner actually requested cancellation of the obligation. Only cancellations actually requested by the requisitioner using the MOV response will be included in the MOV Report.[6] A difference in quantity resulting from any other cause and/or process will not be reported.

C7.1.4.4. IMMs may initiate special validation requests. For example, the IMM may need to validate requirements for high dollar value, critical items, or for those NSNs which have the largest number of materiel obligations on record or account for

[5] Use of revised MOV temporary suspension procedures for selected Activities last reported as not implemented U.S. Marine Corps (USMC). Refer to Approved MILSTRIP Change Letter (AMCL) 37.

[6] Requirement to clarify the Material Obligation Validation (MOV) report to reflect only cancellations actually requested by the requisitioner via the MOV response last reported as not implemented by USAF and USMC. Refer to AMCL 33.

certain percentages of the total materiel obligations. These special validations should be selective in approach and may be made regardless of whether the materiel obligations were previously validated. Critical items are determined by IMMs and are defined as those essential items that are in short supply or expected to be in short supply for an extended period.

C7.1.5. DETERMINATION OF RECIPIENT OF VALIDATION REQUESTS

C7.1.5.1. MOV requests will be transmitted to the activities determined under the following rules:

C7.1.5.1.1. The activity designated by the media and status (M&S) code (rp 7)unless covered by the exceptions listed below.

C7.1.5.1.2. When the Media and Status (M&S) Code is 0, transmit to the activity designated by an alphabetic character or numeric 6, 7, or 8 in rp 54.[7]

C7.1.5.1.3. When distribution code (rp 54) contains a numeric other than 5, 6, 7, or 8, or is blank, and M&S is 0, transmit requests to the requisitioner (rp 30-35).[8]

C7.1.5.1.4. When Distribution Code 5 is identified, transmit requests to DLA (DoD activity address code (DoDAAC) SL4701) regardless of M&S.[9]

C7.1.5.1.5. When the M&S is F, G, P, or Z, transmit requests to the requisitioner (rp 30-35).

C7.1.6. PREPARATION OF SPECIAL VALIDATION REQUESTS

C7.1.6.1. Each request for a special MOV will be performed via message. The response to the special request will also be performed via message. The requirement for use of messages recognizes the fact that these special validations will normally consist of a limited number of transactions for single requisitioning activities.

C7.1.6.2. The message request will consist of the document number of the demand that is held as a materiel obligation, the applicable stock or part number, the unfilled quantity, identification of the ship-to address, the current PD, and a reply due date. The established reply due date is always 15 days from the date of the message dispatch. The format of the message request is provided in Appendix AP1.15.

C7.1.6.3. Due to the urgency of demands for critical items, IMMs may determine that supply of current demands should be accommodated from due-in stocks,

[7] Authorizes use of Distribution Code 6 with Navy Service Codes N, R, and V last reported as not implemented by USMC. Refer to AMCL 38.

[8] Ibid.

[9] Refer to Approved DLMS Change (ADC) 369. Deferred implementation authorized.

against which there are materiel obligations of lesser or equal priorities. In these instances, the IMMs would initiate the special MOV procedures.

C7.1.7. PREPARATION OF CYCLIC VALIDATION REQUESTS

C7.1.7.1. Scheduled MOV requests (Document Identifier Code (DIC) AN1, AN2, or AN3) will be prepared in the format prescribed in Appendix AP3.26.

C7.1.7.2. Sources of supply will transmit DIC AN_ documents to DAAS using the Defense Information Systems Network (DISN) (machine-readable format) message system. DAAS will transmit the requests to the designated recipient, perpetuating the source of supply batch control.

C7.1.7.3. Scheduled MOV requests will be transmitted not later than five days after the cutoff date under the cover of an MOV control document in the format contained in Appendix AP3.27. The response due dates, as established in the schedule in Tables C7.T1 and C7.T2, are entered in rp 46-49 of the control documents and rp 75-77 of the request documents. The MOV control document includes a provision whereby the recipient will acknowledge receipt of such request documents. The MOV control document will be produced for DIC AN_ and forwarded to the source of supply. The source of supply will use the DIC ANX to control and record receipt acknowledgments. Use the format shown in Appendix AP3.28 to prepare the receipt confirmation document for MOV.

C7.1.7.4. DAAS will use any of the automated communications networks to provide DIC AN_ requests to recipients based on their various capabilities. DAAS will maintain a history record of all DIC AN_ requests that are processed for each MOV cycle.[10]

C7.1.7.5. When preparing MOV batches for transmission, no more than 494 DIC AN_ transactions will be included in a single message. Each batch will have its own MOV control document (DIC AN9/ANZ). If a single batch exceeds 493 detail requests (DICs AN1, AN2, and AN3), additional messages are required, with a separate control document for each partial batch in a different message. For example, if 950 detail requests are to be sent to the same recipient, the first message will include only 493 detail requests (DICs AN1, AN2, and AN3) and a control document; the second message will include the remaining 457 detail requests and another control document. (This limitation allows for a message header and trailer, and sufficient capacity for DAAS to conform with legacy system requirements using a maximum limit of 500 documents in a single message when rejecting an erroneous MOV message to the transmitting activity.)

C7.1.7.6. When transmitting via modern automated communications networks and based on the capability of the recipient’s capability to receive, there is no maximum limit as to the number of AN_ documents forwarded in a single transmission.

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[10] Use of revised MOV temporary suspension procedures for selected Activities last reported as not implemented by U.S. Marine Corps (USMC). Refer to Approved MILSTRIP Change Letter (AMCL) 37.

However, each transmission must contain a separate MOV control document (DIC AN9) and include the in-the-clear address of the source of supply for each separate group and/or quantity of AN_ requests that are sent to the same activity for validation. When two or more transmissions are sent to the same activity, enter distinct batch control numbers (rp 7-10) in the AN9 documents.

C7.1.7.7. Sources of supply will establish records by batch control number (rp 7-10) for each validation cycle. This will permit follow-up, as necessary, when customer receipt of a particular batch number is not acknowledged.

C7.1.8. <u>ACKNOWLEDGMENT OF RECEIPT OF CYCLIC VALIDATION REQUESTS</u>

C7.1.8.1. Requisitioning activities in receipt of scheduled validation request documents intended for other recipients will forward the documents by the most expeditious means to the intended recipients when known; otherwise, the documents will be returned immediately to the submitting source of supply.

C7.1.8.2. The recipient of scheduled requests by mail will acknowledge receipt of the request documents by annotating DIC AP9 and the receipt date in the prescribed block of the MOV control document(s) and returning the control document(s) to the activity from which it was received. The in-the-clear address of the source of supply will be preprinted on the control document. Such acknowledgment will be accomplished immediately upon receipt of the request documents. When MOV request documents are received via message, they should be checked with the control document for a complete count. If the count is correct, acknowledge receipt of the batch by returning the control document(s) utilizing DIC AP9 and including the date in rp 41-44 that the batch was received. This acknowledgment will be returned by message whenever possible, regardless of receipt by mail or message. Acknowledge receipt (DIC AP9) as each batch of AN_ documents is received. Acknowledgment (DIC AP9) will not be delayed until all batches (if two or more) are received. Prompt acknowledgment of each batch, as received, will preclude unnecessary source of supply follow-up (DIC ANZ) and transmission of duplicate DIC AN_ documents.

C7.1.8.3. Receiving activities which do not receive the total number of documents indicated in the MOV control document will take one of the following actions:

C7.1.8.3.1. If the DISN message system is utilized, the DIC of the MOV control document will be changed to APX and returned to DAAS or the source of supply.

C7.1.8.3.2. If mail is utilized, the DIC of the control document will be crossed out, DIC APX annotated, and returned to the source of supply. The phrase, “All MOV requests not received; resubmit” may be added to the document if desired. All APX documents will be construed as, or serve notice that, the source of supply should retransmit that specific batch.

C7.1.8.4. Responses to validation requests need not be batched.

C7.1.8.5. DAAS MOV response procedures for activities prescribed in Paragraph C7.1.4.2. are contained in Paragraph C7.1.11.[11]

C7.1.9. <u>FOLLOW-UP ON UNACKNOWLEDGED CYCLIC VALIDATION REQUESTS</u>

C7.1.9.1. Sources of supply will initiate follow-up action on scheduled validation when no acknowledgment of the request documents is received. The follow-up will be in the MOV control document format (Appendix AP3.27) utilizing DIC ANZ. The follow-up will be accompanied by duplicates of the original detail request documents and will be transmitted 30 days from the cutoff date of the validation requests. If no acknowledgment of the follow-up is received and no response is received by the response due date, the affected materiel obligations (except for fleet units) will be canceled.

C7.1.9.2. When acknowledgment of receipt of requests is not received from fleet units (ships and squadrons as indicated by the in-the-clear activity address), a duplicate of the follow-up MOV control document(s) (DIC ANZ) will also be furnished to the appropriate fleet type commander, the activity indicated by the entry in rp 54.

C7.1.10. <u>PERFORMANCE OF THE VALIDATION AND RECONCILIATION</u>

C7.1.10.1. It is mandatory that the recipient of validation requests (either scheduled or special) conduct an item-by-item review with the user to determine continued need for each item, the quantity involved, and the PD of the requirement. A perfunctory review, or a routine response that all materiel obligations are still required, is a waste of time and effort on the part of all activities. Such cursory reviews do not improve supply support. Items that are identified in the requests but are not contained on the records of the recipient of the request will also be furnished to the user for validation. Items that are contained on the records of recipients of the validation requests and which meet the overage criteria but are not covered by a request will likewise be validated with the user.

C7.1.10.2. The recipient of validation requests will match the items recorded as materiel obligations at the source of supply with the records of unfilled demands to determine the validity of the materiel obligation and take action to bring the two records into agreement.

C7.1.10.3. Requisitioning activities may request status of any items that are outstanding to the requisitioner, having met the age criteria, and not included with the scheduled validation requests. When such status is desired, the requisitioning activity will furnish the source of supply with the normal follow-up transaction in the DIC AF_ or AT_ series.

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[11] Use of revised MOV temporary suspension procedures for selected Activities last reported as not implemented by U.S. Marine Corps (USMC). Refer to Approved MILSTRIP Change Letter (AMCL) 37

C7.1.11. RESPONSES TO MATERIEL OBLIGATION VALIDATION REQUESTS

C7.1.11.1. Responses to special validation requests will be accomplished by message in the format shown in Appendix AP1.16. The message responses will contain the document number of the demand as contained in the validation request message, the stock or part number, the valid PD, and the quantity required for continuation as a materiel obligation. The message response will also contain any quantities of materiel received by requisitioning activities prior to preparation of the response. The response will serve to advise whether obligations should be canceled or requirements still exist (and the item should be continued as a materiel obligation). The message responses to the special validation requests will be accomplished in time to meet the “request reply by” date as contained in the validation request message.

C7.1.11.2 Upon completion of an MOV, as required by receipt of scheduled validation request transactions, a DIC AP_ response (format shown in Appendix AP3.29) for each DIC AN_ request transaction (or requisition on the listing) will be furnished to the source of supply that submitted the requests. Components have the option to allow their activities to use the DIC AP8 transaction (Appendix AP3.54) to respond to MOV requests that have been verified as valid and the quantity field remains unchanged. The DIC AP8 transaction will not be generated until all changes relating to the applicable MOV cycle have been made.[12] Responses will be submitted to the source of supply by the reply due date shown in the request transactions. The requisitioners will indicate the action to be taken on each scheduled MOV request as follows:

C7.1.11.2.1. The quantity field of the DIC AP_ response document will indicate the quantity still required. If total cancellation is desired, the quantity field will be zero filled.

C7.1.11.2.2. Whenever a requirement is to be retained as a materiel obligation and the PD or required delivery date (RDD)/required delivery period (RDP)[13] changes due to reassessment of requirements, a requisition modifier (DIC AM_) will be prepared to reflect the revised PD/RDD/RDP. The requisition modifier in this instance will be prepared by originating activities completing all prescribed data element entries for requisitions and reflecting the upgraded or downgraded PD/RDD/RDP.

C7.1.11.3. Transmittal of DIC AP_ responses will be as follows:

C7.1.11.3.1. DIC AP_ responses will be transmitted via message whenever the validating activity has access to the DISN message system.

C7.1.11.3.2. An MOV control document is not required with DIC AP_ responses returned by mail or message. DIC AP_ responses will be transmitted as

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[12] Use of revised MOV temporary suspension procedures for selected Activities last reported as not implemented by U.S. Marine Corps (USMC). Refer to Approved MILSTRIP Change Letter (AMCL) 37

[13] Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

individual transactions or small batches and as early as practical after validation. Accumulation of DIC AP_ transactions for large or one-time transmission is not required and is to be discouraged. Prompt transmission of DIC AP_ transactions will preclude shipment/release of items no longer needed.

C7.1.11.3.3. Validating activities without the capability to produce machine-readable messages may respond to scheduled validation requests by returning all requests under a letter of transmittal to the source of supply. In these instances, the letters of transmittal will indicate those items required to be continued as materiel obligations and the validated PD, or those items required to be canceled. Alternatively, the DIC AP_ transactions will be annotated and returned in two batches; one containing those items to be continued and the other for those items for cancellation.

C7.1.11.3.4. Fleet units mailing responses to CONUS sources of supply will report such mailing by message to the source of supply if transactions are mailed less than 20 days before the reply due date contained in the scheduled validation request.

C7.1.11.4. DAAS will utilize the DIC AP8 transaction (Appendix AP3.54) to provide responses to the DIC AN_ transactions received for activities using the procedure outlined in Paragraph C7.1.4.2. In addition, DAAS will generate DIC AP9 transactions (Receipt confirmation for MOV requests) for these same activities.[14]

C7.1.11.5. DAAS will provide appropriate DIC AP_ responses to the respective source of supply for each DIC AP8 transaction received. DAAS will process the DIC AP8 no earlier than seven days after receipt, but no later than the last day of the cycle.[15]

C7.1.11.6. DAAS will utilize the DIC AN_ history file to generate appropriate DIC AP_ responses for the activity identified in the DIC AP8 transaction.[16]

C7.1.11.7. Requisitioning activities in receipt of confirmed cancellations (Status Code BS) as a result of the MOV program may request reinstatement[17] of their canceled requisitions for a period not to exceed 60 days following the transaction date (rp 62-64) of the BS cancellation. Reinstatement of canceled requisitions will be accomplished online; off-line reinstatement requests will not be honored. When reinstatement is required, the requisitioner will furnish the source of supply a DIC APR transaction, MOV Reinstatement Request, for the quantity required, in the format shown in Appendix AP3.51. The reinstated quantity may be equal to or less than the canceled

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[14] Use of revised MOV temporary suspension procedures for selected Activities last reported as not implemented by and U.S. Marine Corps (USMC). Refer to Approved MILSTRIP Change Letter (AMCL) 37.

[15] Ibid.

[16] Ibid.

[17] Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

quantity. The reinstated quantity will not exceed the canceled quantity. ***DAAS will revalidate fund codes for Signal Code A, B, C, J, K, or L, and provide rejections back to the sender with the DIC AE9 Supply Status citing Status Code CF.***[18]

C7.1.12. SOURCE OF SUPPLY CANCELLATION OF MATERIEL OBLIGATIONS

C7.1.12.1. When performing cancellations resulting from MOV procedures, sources of supply will initiate efforts to stop storage and transportation actions under Chapter 3.

C7.1.12.2. Sources of supply will cancel materiel obligations:

C7.1.12.2.1. When no reply to a special validation message request has been received by the reply due date.

C7.1.12.2.2. When the requisitioner has not acknowledged receipt of the scheduled validation requests (or the fleet unit/type commander has not requested temporary suspension of cancellation actions pending final response) and no DIC AP_ responses are received by the response due date.

C7.1.12.2.3. When receipt of validation requests has been acknowledged but no DIC AP_ response has been received relative to specific items submitted for validation. In these instances, receipt of a follow-up during the validation cycle will not preclude cancellation action.

C7.1.12.2.4. Upon receipt of cancellation requests from requisitioning activities. When there is no record of the item as a materiel obligation, the validation response will be matched with the requisition history file (RHF) to determine the current status of the item. If the item is in an inprocess state, effective action must be taken to stop the flow of unneeded materiel. All sources of supply will strive to attain the DoD objective of taking all feasible action to preclude shipment from the storage activity, the port of embarkation, or the vendor (in the instance of purchase actions). Based on action taken, the requisitioning activity will be provided with appropriate supply or shipment status.

C7.1.12.3. The source of supply will furnish BR or BS supply status to the activities for which validation requests were submitted, as appropriate, for each item canceled as a result of the validation actions.

C7.1.12.4. Sources of supply in receipt of scheduled validation responses intended for other sources of supply will immediately forward these transactions via priority mail to the activity designated by the routing identifier code (RIC).

C7.1.12.5. Sources of supply may contact requisitioning activities to determine desired actions applicable to erroneous transactions, if time permits. Should time not permit for the source of supply to contact the requisitioning activities, the items

***[18] Refer to ADC 1043E.***

concerned with the erroneous transactions will be retained as a materiel obligation, until clarification is obtained.

C7.1.12.6. The Component of the activity initiating a cancellation request or failing to respond to DIC AN_ validation requests will be charged with (1) transportation costs for returning the materiel to the storage activity and (2) procurement and termination costs when it is determined that termination is in the best interest of the Government. Specific instructions concerning materiel transportation charges and credit allowances are contained in DoD 7000.14-R, "Department of Defense Financial Management Regulations (FMRS)," Vol 11B.

C7.1.13. MATERIEL OBLIGATION REINSTATEMENT[19]

C7.1.13.1. The source of supply will reinstate supply action on requisition(s) for which a DIC APR transaction has been received if the requisition was canceled with Status Code BS within the last 60 days. Reinstatement of the requisition will be for the quantity in the DIC APR transaction that may be equal to or less than the original canceled quantity. If the reinstatement quantity of the DIC APR transaction is greater than the quantity canceled in the DIC AE_ transaction, Status Code BS, only the quantity in the DIC AE_ transaction, Status Code BS, will be reinstated. Only the quantity exceeding the BS quantity will be rejected. The DIC APR transaction should be prepared using the DIC AE_ transaction (Status Code BS) as a basis to ensure that the correct suffix code is included. The advice code from the original requisition must be perpetuated in the DIC APR transaction or the advice code will be treated as blank. DIC APR transactions will be rejected using DIC AE_ (Status Codes DK, DL, and DM) for the following reasons:

C7.1.13.1.1. Received over 60 days after the DIC AE_ (Status Code BS) transaction date.

C7.1.13.1.2. No record of a DIC AE_ transaction (Status Code BS).

C7.1.13.1.3. Requests for reinstatement of a quantity larger than that which was canceled. The canceled quantity is shown in rp 25-29.

C7.1.13.2. When the DIC APR transaction is received by the source of supply, the latest supply status will be furnished the status eligible recipients.

C7.2. SECTION II – FOREIGN MILITARY SALES AND GRANT AID

C7.2.1. GENERAL. This part prescribes policies and procedures for the validation of ICP materiel obligation records with the records of Service International Logistics Control Office) (ILCO) maintaining Security Assistance Organization (SAO) program control and for the validation of the continuing need at the Grant Aid country level for

[19] Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

overage demands. The purpose is twofold: (1) the reconciliation of records, and (2) the validation of need.

C7.2.2. SCHEDULE FOR CYCLIC VALIDATION OF MATERIEL OBLIGATIONS. The annual schedule of cyclic validation in support of FMS and Grant Aid materiel obligations is shown in Figure C7.T2.

Table C7.T2. Cyclic Schedule for Materiel Obligation Validation in Support of FMS and Grant Aid

| CYCLE NO. | SOURCE OF SUPPLY CUTOFF TO PREPARE AND FORWARD VALIDATION REQUESTS | MAXIMUM ENDING DATE BY WHICH REQUISITIONER RESPONSES ARE DUE BACK TO SOURCE OF SUPPLY |
|---|---|---|
| 1 | 31 JAN | 31 MAY |
| 2 | 31 JUL | 30 NOV |

C7.2.3. FMS AND GRANT AID MATERIEL OBLIGATION VALIDATION REQUEST ACTION

C7.2.3.1. Sources of supply will provide the ILCO with validation requests applicable to aged materiel obligations for Grant Aid requirements. The validation requests will be provided to the ILCO by the sources of supply using schedules for validating aged Grant Aid materiel obligations established by the Under Secretary of Defense (USD) (Acquisition, Technology and Logistics (AT&L).

C7.2.3.2. Materiel obligations are defined as that portion of the requisitioned quantity that is not immediately available for issue to the requisitioners and/or is recorded as a commitment for future issue of stocked items. This includes commitments for direct delivery from vendors. The validation requests will be produced from the source of supply records of materiel obligations for which the requisition document number dates are aged to 180 days or more at the time of the established validation cutoff. Materiel obligations selected for validation, having met the aforementioned age criterion, will be those that are assigned Supply Status Codes BB, BC, BD, and BV. The quantities shown on the validation requests will reflect the unfilled quantities only of the indicated items that are maintained as materiel obligations at the sources of supply. The validation requests will be prepared under the format contained in Appendix AP3.26.

C7.2.3.3. Service implementation of these procedures will specify whether the listing of validation requests will or will not be furnished to the ILCO of that Service with the documents. Each Service desiring that its ILCO receive listings with the validation requests will so advise the supplying Component headquarters.

C7.2.3.4. The machine listings, when required, will be prepared in sequence by Service (rp 30), SC Customer Code, and document number, major or minor, and reflect subtotal document count by SC Customer Code (rp 31-32) and grand total for the listing. The validation requests, with listing when desired, will be sent by priority mail to the ILCO designated in rp 54 of the original requisition. However, sources of supply may elect to forward the requests and listings by routine mail, in lieu of priority mail, in instances where the ILCO is geographically close to the source of supply. Scheduled MOV validation requests will be transmitted not later than 10 days after the established cutoff date. Transmission will be by the DISN message system when feasible, under the procedure specified in Section I, Paragraph C7.1.8.

C7.2.3.5. The source of supply will follow up on the appropriate ILCO when no acknowledgment of the validation request is received. The follow-up, in the format shown in Appendix AP1.18 and including a reproduction of the original request document, will be mailed 30 days from the cutoff date of the validation request.

C7.2.4. <u>ACKNOWLEDGMENT OF A VALIDATION REQUEST BY THE INTERNATIONAL LOGISTICS CONTROL OFFICE</u>

C7.2.4.1. An ILCO in receipt of validation requests intended for another ILCO will forward the transactions by priority mail to the intended ILCO when known; otherwise, return them immediately to the submitting source of supply .

C7.2.4.2. The ILCO will acknowledge receipt of the MOV requests by entering the receipt date in the prescribed block of the transmittal letter with appropriate signature of the recipient and returning the letter to the activity from which it was received. Such acknowledgment will be accomplished immediately upon receipt of the validation requests.

C7.2.4.3. An ILCO not receiving listings and which does not receive the total number of transactions indicated as having been transmitted by letters of transmittal, should include the document numbers of the actually received transactions with their acknowledgments of validation requests. In these instances, the source of supply will be required to identify the transactions that were not received and transmit them to the ILCO under a letter of transmittal.

C7.2.4.4. An ILCO receiving listings with the validation requests and not in receipt of all transactions indicated on the listings will prepare a validation request for each entry on the listings for which a validation request was not received.

C7.2.5. <u>ACCOMPLISHING MATERIEL OBLIGATION VALIDATION BY THE ARMY AND AIR FORCE INTERNATIONAL LOGISTICS CONTROL OFFICES</u>

C7.2.5.1. The ILCO receiving the validation requests will match the items indicated as being on record at the source of supply with its records of unfilled demands and provide the SAOs with validation requests that represent quantities/items:

C7.2.5.1.1. In the validation requests received from the source of supply. (The ILCO will not attempt to adjust differences between the ILCO record and the source of supply record.)

C7.2.5.1.2. On the ILCO record, having reached the validation age criterion and not included with validation requests furnished by the source of supply. (Service implementation of these procedures will contain the provisions whether the SAOs will be provided with validation requests and/or listings.) The ILCO records will be adjusted based upon the responses received from the SAOs.

C7.2.5.2. Components may elect to have their ILCO enter the program originator code in rp 7 of DIC AN_ requests transmitted to SAOs for validation. Entry of this code will enable the SAO to determine the specific section to which the requests are to be directed. In these instances, the codes shown in Table C7.T3 apply.

Table C7.T3. Program Originators

| CODE | PROGRAM ORIGINATOR |
|---|---|
| B | SAO (Army) |
| P | SAO (Navy) |
| D | SAO (Air Force) |
| K | SAO (Marine Corps) |
| (These codes will not be perpetuated in the DIC AP_ responses transmitted to the source of supply.) | |

C7.2.5.3. The validation requests and/or listings will be sent by priority mail to the appropriate SAO not later than 45 days after the scheduled cutoff date. The time between the cutoff date and the 45 days for mailing the requests to the SAOs is the time allowed for:

C7.2.5.3.1. Transmission of the requests from the source of supply to the ILCO.

C7.2.5.3.2. The ILCO establishment of suspense records of the source of supply request quantities and preparation of validation request documentation for transmission to the SAOs. The transactions will be transmitted to the SAO under cover of the validation request transmittal letter contained in Appendix AP1.19. The transmittal letter should include provisions whereby the recipient will acknowledge receipt of the transaction and return annotations to arrive at the ILCO within 90 days after the cutoff for validation.

C7.2.5.4. The ILCO will follow up on the appropriate SAO when no acknowledgment of the requests is received. The follow-up will use the format shown in

Appendix AP1.20, include a reproduction of the original requests, and be sent by priority mail 65 days from the cutoff date of the validation requests.

C7.2.6. <u>MATERIEL OBLIGATION VALIDATION BY THE NAVY INTERNATIONAL LOGISTICS CONTROL OFFICE</u>

C7.2.6.1. The NAVILCO will match the items indicated as being on record at the source of supply with its records of unfilled demands and effect a file reconciliation. The NAVILCO will prepare responses (DIC AP_) using the format contained in Appendix AP3.29 for each reconciliation request transaction received from the source of supply. The responses will be transmitted to the source of supply having submitted the validation requests. The response will serve to advise the source of supply as to whether the items should be canceled or requirements still exist and the items should be continued as materiel obligations. Responses to validation requests will be furnished to sources of supply by 15 March for the first cycle and 15 September for the second cycle.

C7.2.6.2. The quantity field of the DIC AP_ response will indicate the quantity still required. If total cancellation is desired, the quantity field will be zero filled.

C7.2.6.3. A follow-up in either the DIC AT_ or AF_ series will be submitted for items outstanding on NAVILCO records for which no DIC AN_ request was received from the source of supply.

C7.2.7. <u>NAVY INTERNATIONAL LOGISTICS CONTROL OFFICE INITIATION OF RECONCILIATION/VALIDATION WITH SECURITY ASSISTANCE ORGANIZATIONS</u>

C7.2.7.1. Annually, on 16 September, the NAVILCO will prepare reconciliation requests representing unfilled requisitions with dates of 31 July or earlier in the format of Appendix AP3.26.

C7.2.7.2. The NAVILCO will enter the program originator code in rp 7 of DIC AN_ reconciliation requests transmitted to SAOs for validation. This code will enable the SAO to determine the specific section to which the requests are to be directed. In these instances, the codes shown in paragraph C7.2.5. above are applicable.

C7.2.7.3. The validation requests and/or listings will be sent by priority mail to the appropriate SAO not later than 26 September. The transactions will be transmitted to the SAO under cover of the validation request transmittal letter contained in Appendix AP1.19. The transmittal letter includes provisions whereby the recipient will acknowledge receipt of the document(s) and return annotations by 31 October.

C7.2.7.4. The ILCO will follow up on the appropriate SAO when no acknowledgment of the reconciliation requests is received. The follow-up, in the format shown in Appendix AP1.20 and including a reproduction of the original requests, will be sent by priority mail on 10 October.

C7.2.8. ACKNOWLEDGMENT OF LISTINGS/REQUESTS BY SECURITY ASSISTANCE ORGANIZATIONS

C7.2.8.1. SAOs in receipt of validation requests intended for other recipients will forward the requests by priority mail to the intended recipients when known; otherwise, the requests will be returned immediately to the submitting ILCO.

C7.2.8.2. The SAOs will acknowledge receipt of the requests by entering the receipt date in the prescribed block of the transmittal letter, with appropriate signature of the recipient, and returning the letter to the ILCO from which it was received. Such acknowledgment will be effected immediately upon receipt of the validation requests.

C7.2.9 VALIDATION OF REQUIREMENTS BY THE SECURITY ASSISTANCE ORGANIZATIONS

C7.2.9.1. The SAOs receiving the validation requests/listings will determine whether requirements for the items and quantities still exist. The SAOs will also determine whether requirements exist for items/quantities having reached the age criteria and not included with the validation requests. Once the validation of requirements is completed, the SAOs will adjust their records to reflect the need of the country for the items/quantities.

C7.2.9.2. SAOs will request status of any outstanding items that have met the age criteria and are not included in the materiel obligation validation requests. When such status is required, the SAO will send a DIC AF1 follow-up to the appropriate ILCO.

C7.2.9.3. The SAO will annotate a copy of the listing or each DIC AN_ validation request, as appropriate, to indicate:

C7.2.9.3.1. The required quantity of each item (if DIC AN_ requests are used, entry will be made in Data Block 8), and

C7.2.9.3.2. The received quantity of the item “to date,” if any (if DIC AN_ requests are used, entry will be made in Block U of the remarks block).

C7.2.9.4. SAOs will send annotations to the appropriate ILCO by priority mail. For United States Army Security Assistance Command (USASAC) and Air Force Logistics Command (AFLC), these annotations must be forwarded to arrive no later than the date specified in the latter of transmittals, which is 35 days prior to the response due date contained in rp 75-77 of the request transactions. For NAVILCO, these annotations must arrive no later than 31 October.

C7.2.10. RESPONSE TO MATERIEL OBLIGATION VALIDATION REQUESTS BY THE ARMY AND AIR FORCE INTERNATIONAL LOGISTICS CONTROL OFFICES

C7.2.10.1. Upon receipt of the responses from the SAOs, the ILCO will adjust its records to agree with country requirements indicated by the responses. The ILCO will then prepare responses (DIC AP_) using the Appendix AP3.29 format for each reconciliation request transaction received from the source of supply. The responses will be transmitted to the source of supply having submitted the validation requests. The response will serve to advise the source of supply as to whether the items should be canceled or requirements still exist and the items should be continued as materiel obligations. Responses to validation requests are required to be furnished to the source of supply by the reply due date contained in rp 75-77 of the validation requests. The reply due date will be established as the 125$^{th}$ day following the cutoff date for validation. The cutoff date will be entered in rp 71-73 of the validation requests.

C7.2.10.2. The quantity field of the DIC AP_ response will indicate the quantity still required and the advice code field will be zero filled. If total cancellation is desired, the quantity field will be zero filled.

C7.2.10.3. A follow-up, either in the DIC AT_ or AF_ series, will be submitted for items outstanding on the ILCO records, indicated as required by the SAO, and for which no DIC AN_ request was received from the source of supply.

C7.2.11. NAVY INTERNATIONAL LOGISTICS CONTROL OFFICE ACTION ON SECURITY ASSISTANCE ORGANIZATION RESPONSES

C7.2.11.1. Upon receipt of the response from the SAOs, NAVILCO will adjust its records to agree with country requirements indicated by the responses. Cancellation requests will be submitted to the source of supply on those unshipped lines for which the SAO indicated a reduced quantity requirement. Action will be initiated to resolve unreconciled lines for which the SAO indicated a requirement. NAVILCO will provide appropriate supply and shipment status to the SAOs.

C7.2.11.2. By 30 November, the cancellation requests, prepared in the format contained in Appendix AP3.7, will be transmitted to the last known source processing the corresponding requisition.

C7.2.11.3. NAVILCO will maintain a record of confirmed cancellations received in response to cancellation requests submitted as a result of reduced quantity requirements indicated by SAOs.

C7.2.11.4. NAVILCO will prepare a report of the number of lines reconciled with the SAO, the number and value of SAO requested quantity reductions, and the number and value of confirmations received as of 31 December. Two copies of the report will be submitted to the appropriate Service headquarters for review and submission to the Office of the Assistant Secretary of Defense (OASD).

C7.2.12. <u>INTERNATIONAL LOGISTICS CONTROL OFFICE CANCELLATION OF MATERIEL OBLIGATIONS</u>

C7.2.12.1. The source of supply will cancel materiel obligation items upon receipt of cancellation requests or indication of need for lesser quantities from the ILCO. (When there is no record of the item, at time of receipt of validation responses, the responses will be matched with the requisition history file to determine the latest status of the item or action taken to accomplish cancellation action and provide the ILCO with supply or shipment status as appropriate.) In the event procurement, rebuild, or other expense has been incurred and must be billed to Grant Aid for an individual item being canceled, the supplying S/A will take action under DoD 5105.38-M, Part II, Chapter H.

C7.2.12.2. The source of supply will furnish the ILCO for each validation request submitted a supply status transaction containing Status Code BR for each item and/or quantity canceled as a result of validation actions. The ILCO should not consider any quantity canceled until confirming BR status is received.

C7.2.12.3. The source of supply will not automatically cancel items for which materiel obligations were established when no DIC AP_ response has been received relative to specific items/requests submitted for validation.

# C8. CHAPTER 8

## MASS OR UNIVERSAL CANCELLATION OF REQUISITIONS

C8.1. ***GENERAL***

***C8.1.1. Purpose. This chapter provides procedures for the request, generation, submission, and processing of mass and universal cancellations of requisitions. It also provides procedures for the disposition of frustrated shipments and materiel resulting from mass and universal cancellation actions.***

***C8.1.2. Transactions***

***C8.1.2.1. Request for Mass Cancellation of Requisitions Transaction is identified by the MILSTRIP Mass Cancellation Message (See Appendix 1.23). There is no MILSTRIP legacy DIC equivalent.***

***C8.1.2.2. Request for Universal Cancellation of Requisitions Transaction is identified by the MILSTRIP Universal Cancellation Message (See Appendix 1.23). There is no MILSTRIP legacy DIC equivalent.***

***C8.1.2.3. Requisition Modification Transaction is identified by DIC AM1, AM2, AM4, AM5, AMA, AMB, AMD, and AME.***

***C8.1.2.4. Materiel Release Order Modification Transaction is identified by DIC AM1, AM2, AM4, AM5, AMA, AMB, AMD, and AME from the source of supply (SoS) to the storage activity.***

***C8.1.2.5. Disposal Release Order Modification Transaction is identified by the MILSTRIP legacy DIC AMJ.***

***C8.1.2.6. Inventory Control Point Requisition Modification Transaction is identified by DIC AMP.***

***C8.1.2.7. Universal Requisition Cancellation to Storage Activity Transaction is identified by DIC AC7.***

***C8.1.2.8. Universal Requisition Cancellation to Procurement Activity Transaction is identified by DIC ACM.***

***C8.1.2.9. Mass Requisition Cancellation to Storage Activity Transaction is identified by DIC AC6.***

***C8.1.2.10. Mass Requisition Cancellation to Procurement Activity Transaction is identified by DIC ACP.***

***C8.1.2.11. Reserved***

***C8.1.2.12. The Supply Status Transactions are identified as follows:***

***C8.1.2.12.1. Response to Requisition - DIC AE1, AE2, AE3, AE8, AE9, AEA, AEB, AED, and AEE.***

***C8.1.2.12.2. Notice of Response to Direct Vendor Delivery - DIC AB1, AB2, AB3, and AB8.***

***C8.1.2.13. The Reply to Cancellation Request – Shipment Status is identified by DIC AU1, AU2, AU3, AU4, AU5, and AU8.***

***C8.1.2.14. The Reply to Cancellation Request – Materiel Release Confirmation is identified by DIC AU0, AUA, and AUB.***

***C8.1.2.15. The Reply to Cancellation Request is identified by DIC AG6.***

***C8.1.2.16. The Storage Activity Supply Status is identified by DIC AE6.***

## *C8.2. APPLICABILITY*

***C8.2.1.*** Events such as base closures, termination of special projects, ship and unit inactivations, termination of agreements, termination of vessel outfitting, or construction can necessitate the requirement for mass or universal cancellation.

***C8.2.2***. Although these events may ultimately require mass or universal cancellation action, they are normally known to the affected activities well in advance of the effective date of such closures or termination action. In these instances, every effort ***will*** be made by the requisitioning activity to minimize the continued processing of requisitions by the ***sources of supply (SoS)***, and the subsequent entry of unwanted shipments into the Defense Transportation System (DTS), through initiation of single line cancellations (see Chapters 2 and 3).

***C8.2.3***. When ***a total project (or total requirement for a single base) is no longer required and should be canceled and*** it is known that insufficient time remains to permit continued cancellation on a single line basis, a mass cancellation or universal cancellation ***may be initiated***.

C8.2.3.1. A mass cancellation permits continued supply action and shipment processing for selected requisitions.

C8.2.3.2. A universal cancellation serves to terminate all such processing, even requisitions previously identified for continued supply action and shipment processing under mass cancellation situations.

C8.2.3.3. ***Under*** extreme conditions, a mass cancellation may be superseded by a universal cancellation.

***C8.2.4.*** Requisitions ***that require*** continued supply action and shipment processing under mass cancellation situations ***must*** be ***identified*** by the requiring activity at the earliest date through submission of a Requisition Modification ***(DIC AM_) citing Special Requirements Code*** 555.[1]

***C8.2.4.1. The requisition*** may not be ***modified*** to ***cite Special Requirements Code*** 555 after the effective date of the requested mass cancellation; however, ***requisition modifications*** submitted to change other data elements when the ***Special Requirements Code 555 was*** previously entered must perpetuate the ***Special Requirements Code*** 555.[2]

***C8.2.4.2.*** Requisitions containing, or modified to contain, ***Special Requirement Code*** 555 ***will*** receive processing precedence under Chapter 3.

***C8.2.5.*** When a universal cancellation is initiated to supersede a mass cancellation and there are outstanding requisitions or ***requisition modifications citing Special Requirements Code*** 555***, the SoS will*** provide ***a Universal Requisition Cancellation to Storage Activity (***DIC AC7***) or a Universal Requisition Cancellation to Procurement Activity (***DIC ACM***)*** for all outstanding requisitions, regardless of the ***presence of a Special Requirements Code*** 555.

## C8.3. ***INITIATION OF*** MASS OR UNIVERSAL CANCELLATION OF REQUISITIONS

C8.***3***.1. ***Only designated personnel within an organization may initiate*** requests for mass or universal cancellation of requisitions. ***If there are any questions regarding the authenticity of a mass/universal cancellation, contact either the Component Supply PRC Representative or the customer support representative for the source of supply. Component Supply PRC Representatives are identified on the DLMS Website*** and require CAC/PIV authentication.
The mass or universal cancellation request ***will*** be accomplished ***by preparation of the DLMS 869C or*** the ***message*** format reflected in Appendix AP1.23.

***C8.3.1.1***. Intra-Component dissemination of requests for mass or universal cancellations ***must*** be ***coordinated in advance to determine if the DLMS 869C or***

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***[1] Code 555 identified in the required delivery date field for MILSTRIP legacy transactions.***

***[2] Revised requisition modifier procedures last reported as not implemented by U.S. Marine Corps (USMC). Refer to Approved MILSTRIP Change Letter (AMCL) 123C.***

***message format will be used. If using the message format, the requesting Component must identify the authorized recipient from the Component to process the mass or universal cancellation. If it is not known, contact the Component's Supply PRC representative or the customer support representative for the source of supply to identify the point of contact.***

C8.***3.1***.2. Intra-Component dissemination of requests for mass or universal cancellations must be performed by the ***authorized*** Component contact point. Intra-Component dissemination ***will*** include all Component supply sources, storage sites, and other activities within the DoD Component processing MILSTRIP documentation or shipments with capability to cancel requisitions or divert shipments. In addition, the designated Component contact points ***must*** ensure that the appropriate overseas theater, force, logistics, or type commanders are cognizant of mass or universal cancellation actions affecting their areas of responsibility.

C8.***3.2***. ***Due to the requirement to ensure that mass/universal cancellation requests are only initiated by authorized personnel, these cancellations must not be initiated through use of DOD EMALL, or its replacement system FEDMALL.***

***C8.3.3. <u>Required Data Content</u>.*** Requests for mass or universal cancellation action ***will*** be submitted to the ***applicable SoS*** for cancellation of all open requisitions applicable to specific projects, or bases. The request for mass or universal cancellations ***will*** contain identification of the activity ***submitting*** the request, the effective date, and the required codes for identification of one of the following, for which cancellation of all applicable requisitions is requested:

C8.***3.3***.1. ***One*** project code and ***one*** ship-to ***DoDAAC***

C8.***3.3***.2. No project code and ***one*** ship-to ***DoDAAC***

C8.***3.3***.3. One project code and ***multiple ship-to DoDAACs***

C8.***3.3***.4. No project code and ***multiple ship-to DoDAACs***

C8.***3.3***.5. ***Multiple*** project codes and one ***ship-to DoDAAC***

C8.***3.3***.6. Federal supply classification (FSC), national stock number (NSN), ***local stock number (LSN),*** or ***CAGE/***part number when associated with the address of the original requisition document number ship-to address and/or project ***code***.

C8.***3.4***. Customers retain the authority to submit single line***-item*** cancellation requests (DICs AC1, AC2, and AC3) at any time before, during, or after the mass cancellation effective date.

C8.***4***. ***CONTINUING HIGH PRIORITY DEMANDS DURING A MASS CANCELLATION***

C8.***4.1***. A need may exist to continue the processing of certain requisitions and shipments during mass cancellations such as high priority demands to satisfy not mission capable supply (NMCS) conditions (identified by ***Special Requirements Code*** 9***99*** or N). In addition, a need may exist to allow continued processing ***of*** requisitions for materiel required to effect base closure. In these instances***, submit a requisition modification citing Special Requirements Code 555 to the SoS prior to the submission of the mass cancellation request. Sources of supply will not cancel requisitions that have been modified to contain Special Requirements Code 555 during a mass cancellation process. If submitting the mass cancellation request via offline message, then cite*** one of the following selective criteria in the special instructions segment ***of the message***:

C8.***4.1***.1. Project code(s) when associated with the ship-to ***DoDAAC*** being canceled

C8.***4.1***.2. ***Special Requirements Code 999 or N*** when associated with the ship-to ***DoDAAC*** being canceled

C8.***4.1***.3. FSC, NSN, or ***CAGE/***part number when associated with the ship-to ***DoDAAC*** being canceled

C8.***4.1***.4. Specific requisition document number(s) and routing identifier code (RIC)***-F***rom the status received or the RIC***-T***o which the requisition has been transmitted if status has not been received

C8.***4.1***.5. Specific priority designator (PD) when associated with the ship-to ***DoDAAC*** being canceled

C8.***4.1***.6. Required delivery period (RDP) when associated with the ship-to ***DoDAAC*** being canceled - conventional ammunition only[3]

***C8.4.2***. Upon ***receipt of Requisition Modifications citing continued processing action during a mass cancellation, SoS***, storage activities, and procurement sources ***must*** annotate the affected requisition(s) and all associated transactions/records, with ***Special Requirements Code*** 555.[4]

C8.***4.3***. Upon ***receipt of either the Requisition Modification citing Special Requirements Code 555 or the offline Mass Cancellation message citing selective criteria for continued processing action in the special instructions segment the***

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[3] Use of RDP for conventional ammunition last reported as not implemented by U.S. Air Force (USAF). Refer to AMCL 148.

[4] Ibid.

***SoS must*** review all prospective cancellations to identify those for which continued processing has been requested. ***For continued processing of requisitions at storage activities, the SoS will pass the Requisition Modification to the Storage Activity.*** In the case of items scheduled for direct ***vendor*** delivery, the ***SoS must*** forward ***ICP Requisition Modifications (***DIC AMP***)*** to procurement sources.

C8. ***4.4***. The ***Defense Transportation System (***DTS***) will*** continue movement of materiel to which ***Special Requirements Code*** 555 has been applied except when a universal cancellation has been announced.

C8.***5***. <u>***SOURCE OF SUPPLY*** PROCESSING MASS OR UNIVERSAL CANCELLATION REQUESTS</u>

C8.***5***.1. Sources of supply are responsible for ***ensuring*** that requisition processing, procurement, and storage activities exercise the fullest practical resourcefulness in preventing the issue and shipment of unwanted materiel. The practical considerations involved in the processing of cancellation requests include such factors as time, packing and handling, related costs, and location of materiel for which cancellation is requested.

C8.***5***.2. ***The SoS must*** cancel all requisitions dated on or prior to the effective date announced in mass or universal cancellation requests for which materiel release orders (MROs), ***and/***or purchase requests have not been submitted to storage or procurement activities. ***Provide a Supply Status transaction citing Status Code*** BQ or B4 as appropriate, ***as notice of accomplished cancellations*** to all eligible status recipients under Chapter 4 within the timeframe for furnishing status.

C8.***5***.3. ***The SoS will*** furnish supply status ***transactions citing*** Status Code B9 to all eligible recipients under Chapter 4 within the timeframes for furnishing status for:

C8.***5***.3.1. Unconfirmed ***cancellation of open*** MROs and ***open procurement actions.***

C8.***5***.3.2. Materiel release confirmations (MRCs) ***that indicate*** shipment to OCONUS activities within 45 days of the effective date of the mass cancellation.

C8.***5***.4. ***Provide subsequent Supply Status transactions citing Status Codes BQ, B4, or B6 as notification*** for each line-item canceled ***or*** diverted. ***Cite*** Status Code B8 for each line-item that was ***not*** canceled ***or*** diverted.

C8.***5***.5. ***The SoS will*** provide storage activities with ***mass requisition*** cancellation ***transactions*** (***DIC*** AC6***)*** and ***universal requisition cancellation transactions (***DIC AC7) for all unconfirmed MROs and MRCs that indicate shipment to OCONUS activities within 45 days of the effective date of the mass or universal cancellation.

***C8.5.6. The SoS will provide procurement activities with mass requisition cancellation transactions (DIC ACP) and universal requisition cancellation transactions (DIC ACM) for all open procurement actions.*** These transactions are mandatory when purchase requests have been issued to another Component. ***If processed within an integrated Component system, equivalent internal transactions may be used***.

C8.***5.7***. ***The SoS will*** not provide storage and procurement activities with cancellation requests when:

C8.***5.7***.1. in receipt of MRCs that ***show*** shipment has been accomplished by parcel post ***(USPS)***,

C8.***5.7***.2. in receipt of MRCs that ***show*** shipment to CONUS activities has been accomplished, and

C8.***5.7***.3. in receipt of MRCs that ***show*** shipment to OCONUS customers was accomplished more than 45 days prior to the receipt of the mass or universal cancellation request.

***C8.5.8. The SoS will follow-up with the procurement or storage activity, as applicable, via offline means (e.g., email, phone) (there is no MILSTRIP legacy equivalent) when no response to the original universal or mass requisition cancellation request has been received within three days.***

## C8.***6***. ***STORAGE ACTIVITY PROCESSING OF MASS OR UNIVERSAL REQUISITION CANCELLATIONS***

C8.***6***.1. Upon receipt of the mass or universal ***requisition*** cancellation ***transaction(s)*** from the ***SoS***, the storage activity ***will*** identify all affected MROs where the items have not been released to a carrier for delivery to the consignee.

C8.***6***.1.1. For mass cancellation, the storage activity ***will*** not suspend processing of MROs identified for continued processing under ***paragraph*** C8.***4***.

C8.***6***.1.2. For universal cancellation, the storage activity ***will*** suspend further processing of all MROs, including any ***citing Special Requirements Code*** 555.

C8.***6.2. For CONUS shipments, s***torage activities ***will accomplish*** cancellation for all items for which ***mass or universal requisition*** cancellation ***transactions*** are received from the ***SoS*** and the items have not been released to a carrier for delivery to the consignee.

C8.***6.3.*** Storage activities ***will*** advise the ***SoS*** of actions taken in response to cancellation requests. When a shipment has not been released to the carrier for

delivery to consignee and cancellation is accomplished, ***the storage activity will send the SoS a Reply to Cancellation Request transaction (DIC AG6) citing Status Code BQ.***

***C8.6.4. For shipments already released to a carrier for delivery to the consignee not meeting the criteria stipulated in paragraph C8.5.7. , the storage activity will generate a Reply to Cancellation Request – Shipment Status (DLMS 856S/DIC AU_) for routing by DAAS under standard MILSTRIP procedures for shipment status. It will also generate the Storage Activity Supply Status (DLMS 945A/DIC AE6) to the SoS.***

***C8.6.4.1.*** For ***CONUS shipments and those*** OCONUS shipments that meet the mass or universal cancellation criteria and have entered the DTS within 45 ***calendar*** days of the date of the mass or universal ***requisition*** cancellation request, the storage activity ***will generate the Reply to Cancellation Request – Shipment Status (DIC AU_).***

***C8.6.4.2. The Storage Activity Supply Status transaction to the SoS will cite Status Code B9 indicating that action is being taken to cancel/divert the shipment.***

C8.***6***.5. When storage activities do not accomplish cancellation, the source of supply ***will*** be furnished ***a Storage Activity S***upply ***S***tatus ***transaction (***DIC AE6***)***, ***citing*** Status Code B8.

C8.***6***.6. Storage activities in receipt of transportation confirmation of shipment diversion transactions ***will send*** to the appropriate ***SoS a Reply to Cancellation Request transaction (DIC AG6) citing Status Code B6*** for each requisition contained within the shipment unit. ***The transaction will also cite*** the DoDAAC of the new consignee.

C8.***6***.7. Storage activities in receipt of transportation denial of shipment diversion transactions ***will*** generate a ***Reply to Cancellation Request – Materiel Release Confirmation (***DIC AU***0/AUA/AUB*** to the appropriate source of supply. This transaction ***will*** be prepared under Appendix AP3.14.

***C8.6.8. Upon receipt of a follow-up request, the storage activity will respond with the appropriate transaction as outlined in the preceding procedures for storage activity processing of these cancellation requests***.

## C8.***7***. ***DIRECT VENDOR DELIVERY PROCESSING OF MASS OR UNIVERSAL REQUISITION CANCELLATIONS***

***C8.7.1.*** All rules governing the single-line cancellation of shipments from procurement also apply to requests for mass or universal ***requisition*** cancellation,

except as modified herein. Where DIC transactions are identified for exchange of reporting events between the SoS and the procurement activity, internal system or offlline communications (e.g., email, phone), are authorized when procurement systems are not capable of supporting the MILSTRIP transactions.

C8.***7.2***. The ***SoS will*** initiate ***universal requisition*** cancellation ***transactions (***DIC ACM) ***and mass requisition cancellation transactions (DIC ACP)*** for all items scheduled for direct delivery, and for which purchase requests have been submitted, regardless of materiel costs, unless continued processing has been requested under ***paragraph*** C8.***4***.

C8.***7.2***.1. Mass cancellation ***will*** not be requested for requisitions ***citing Special Requirements Code*** 555.

C8.***7.2***.2. Universal cancellation ***will*** be requested regardless of the entry in the ***Special Requirements*** field.

C8.***7.3***. ***Procurement activities will advise the SoS of actions taken in response to cancellation requests. When a shipment has not been released to the carrier for delivery to consignee and cancellation is accomplished, the procurement activity will send the SoS a Reply to Cancellation Request transaction (DIC AG6) citing Status Code BQ or B4.*** Procurement activities ***will*** not initiate actions with the DTS to cause diversion of shipments at terminals.

***C8.7.4. For shipments already released to a carrier for delivery to the consignee not meeting the criteria stipulated in paragraph C8.5.7., the procurement activity will generate the Storage Activity Supply Status (DIC AE6) to the SoS. The SoS will generate, on behalf of the procurement activity, a Reply to Cancellation Request – Shipment Status (DIC AU_) for routing by DAAS under standard MILSTRIP procedures for shipment status.***

***C8.7.4.1. Reserved.***

***C8.7.4.2. The Storage Activity Supply Status transaction to the SoS will cite Status Code B9 indicating that action is being taken to cancel/divert the shipment. This status will be perpetuated by the SoS in a Supply Status transaction to the requesting activity.***

C8.***7.5***. Procurement activities in receipt of confirmation of shipment diversion transactions ***will send to the appropriate SoS*** a ***Reply to Cancellation Request transaction (***DIC AG6***) citing Status Code B6*** for each requisition contained within the shipment unit. ***The transaction will also cite*** the DoDAAC of the new consignee.

C8.***7.6.*** Procurement activities in receipt of denial of shipment diversion transactions ***will send*** to the appropriate ***SoS a Reply to Cancellation Request – Materiel Release Confirmation transaction (DIC AU0/AUA/AUB)***.

***C8.7.7. If the procurement activity is unable to transmit either the confirmation of shipment diversion or the denial of shipment diversion, it will be presented to the SoS via internal system communication or offline means (e.g., email, phone), at which time the SoS will update its records accordingly.***

***C8.7.8. Upon receipt of a follow-up request, the procurement activity will respond with the appropriate transaction or via offline means (e.g., email, phone) as outlined in the preceding procedures for procurement activity processing of these cancellation requests.***

## C8.***8***. ***DTS PROCESSING OF MASS OR UNIVERSAL REQUISITION CANCELLATIONS***

C8.***8.1***. ***Diverting Outside the Continental U.S. Shipments.*** When outside the continental U.S. (OCONUS) shipments have already departed from continental U.S. (CONUS) ports, the responsibility for diversion or disposition is that of the consignee or the appropriate theater, force, logistics, or type commander. Notice to the latter ***will*** be the transportation lift data provided by the DTS clearance authority. (See ***paragraph*** C8.***9***.4.)

C8.***8.2***. ***Diverting Continental U.S. Shipments.*** No attempt ***will*** be made to divert materiel destined to CONUS customer activities beyond the point of shipment.

C8.***8.3***. ***Designated Storage Points.*** All shipping ***DoD*** Components ***will*** designate storage points within their distribution system to receive shipments redirected as a result of mass or universal cancellation. Fund citations for bill of lading (BL) preparation ***must*** also be provided. These designated points and fund citations ***will*** be provided to Air Mobility Command (AMC), Military Surface Deployment and Distribution Command (SDDC), or theater commanders and ***will*** serve as predesignated consignees for any announced mass or universal cancellation. If more than one storage point is designated, instructions ***will*** be furnished to specify on a geographical basis the storage point designation in relation to each range of water and aerial ports (e.g., west, gulf, and east coasts). In addition, canceling ***DoD*** Components ***will*** designate a contact point(s) to provide disposition instructions on materiel that does not meet the automatic diversion conditions specified in ***paragraph*** C8.***9***. Designated points ***of contact will*** provide requested disposition instructions to DTS within 24 hours on materiel located at air terminals and within 48 hours on materiel located at water terminals.

## C8.***9***. DISPOSITION OF FRUSTRATED SHIPMENTS/MATERIEL

C8.***9***.1. The disposition of frustrated shipments at water ports of embarkation (WPOE)/aerial ports of embarkation (APOE) that are the result of mass or universal cancellation action ***will*** be as follows:

C8.***9***.1.1. Shipments from DoD storage points or from commercial vendors acting under the direction of a DoD procuring activity ***will*** be diverted to the predesignated storage sites of the shipping/procuring ***DoD*** Component.

C8.***9***.1.2. Shipments from General Services Administration (GSA) from commercial vendors acting under the direction of a GSA procuring activity ***will*** be ***disposed under normal excess/surplus/donation procedures. The shipments will not be diverted to GSA facilities***.[5]

C8.***9***.1.3. DTS attempts to divert/frustrate shipments ***will*** terminate 45 ***calendar*** days from the effective date of the mass or universal cancellation request.

C8.***9***.2. Certain strategic and tactical operations or political considerations may dictate that all shipments for a given consignee be stopped or diverted. In these most restrictive of shipment diversion situations and economic considerations (e.g., the comparison of accessorial cost of stopping, holding, and returning the materiel to storage activities), the value of the canceled materiel and the costs of the receiving activity to perform the necessary processing or reprocessing of the materiel are not controlling factors. In most situations; however, the strategic, tactical, or political environment is such that complete disregard of these economic considerations is not warranted.

***C8.9.3. Transportation diversion procedures are established to permit diversion only if the materiel being shipped can be identified and located by TCN.***

***C8.9.3.1. <u>Non-Consolidated Shipment Units</u>. Shipment units eligible for cancellation that have not been consolidated into a container with other shipments will be stopped and diverted by the port of embarkation (POE) up to the point of lift. Diversion of cancellation eligible shipments at or beyond the port of debarkation (POD) will be the responsibility of the appropriate theater, force, logistics, or type commander.***

***C8.9.3.2. <u>Consolidated Multiple Shipment Units</u>. Individual line-items will not be removed from multiple-line shipment units (consolidated packs), nor will a shipment unit container be removed from a multi-container shipment (SEAVAN) type device. Shipment units cannot be diverted in the DTS if stuffed or loaded with other shipment units or on multiple shipment unit devices; such as,***

***[5] Refer to ADC 1142, Update to Remove General Services Administration (GSA) from MILSTRIP Materiel Returns Program (MRP)***

***SEAVANS, container express (CONEX), MILVANS (Military Van), and Aircraft 463L pallets.***

C8.***9***.***4***. For mass or universal cancellation requests that specify FSC, NSNs***/LSNs***, or part number data, the DTS ***will*** stop and frustrate, for ***the DoD*** Component review, all shipments of the canceling ***DoD*** Component for the affected consignees. Disposition of cancellation eligible shipments at or beyond the POD ***will*** be the responsibility of the appropriate theater, force, logistics, or type commander.

C8.***9***.***5***. The DTS ***will*** generate specified documentation for the following shipment categories:

C8.***9***.***5***.1. For all shipments that are diverted as a result of mass or universal cancellation, the DTS ***will contact the shipper to*** confirm shipment diversion. The confirmation of shipment diversion ***will*** contain complete Transportation Control and Movement Document (TCMD) data for each shipment unit and, if available, the contract number. In addition:

C8.***9***.***5***.1.1. For shipments that are diverted under pre-positioned instructions, the DTS ***will*** generate appropriate DTR 4500.9R, “Defense Transportation Regulation” transactions to the new consignee.

C8.***9***.***5***.1.2. For shipment units that are frustrated ***and were not diverted to a specific site***, the DTS ***will send*** a request for disposition instructions to the appropriate Component contact points. In situations where the designated ***DoD*** Component contact point is a collocated liaison office, the request for disposition instruction transactions ***will*** be listed and provided to the contact point directly. After receipt of disposition instructions for such frustrated shipments, the DTS ***will*** prepare appropriate DTR transactions for the new consignee.

C8.***9***.***5***.1.3. For shipments in transit to, at, or between the POD and the OCONUS consignee, OCONUS DTS activit***ies will*** request disposition instructions from the appropriate theater, force, logistics, or type commander’s designated contact point.

C8.***9***.***5***.2. For shipments in transit between the WPOE/APOE and the OCONUS consignee less than 30 days, the DTS ***will generate*** a listing of the manifest shipment unit data, vessel/aircraft identification and departure date, water ports of debarkation (WPOD)/aerial ports of debarkation (APOD) and estimated time of arrival (ETA). This listing ***will*** be ***sent*** to the affected OCONUS command component, the appropriate WPOD/APOD, and to the designated contact point, if requested.

C8.***9***.***6***. Storage sites in receipt of diverted shipments ***will*** report the receipt to the appropriate ***SoS*** under DLM 4000.25-2 (MILSTRAP). Reconsignment/disposition ***will*** be as directed.

C8.***9***.***7***. Specific instructions concerning materiel transportation charges and credit allowances are contained in the DoD 7000.14-R, "Department of Defense Financial Management Regulations (FMRS)," (Vol 11B), Federal Property Management Regulation (FPMR) 101-26.311, and FPMR 101-27.505. The Component initiating the cancellation requests applicable to U.S. Forces requisitions ***will*** be charged with the following:

C8.***9***.***7***.1. Transportation and terminal costs associated with holding, stopping, and returning materiel to storage,

C8.***9***.***7***.2. Procurement termination costs when it is determined that termination is in the best interest of the Government, and

C8.***9***.***7***.3. Excess transportation costs that may be incurred when moving cargo that is unaffected by the mass or universal cancellation action.

# C9. CHAPTER 9

# MATERIEL RETURNS PROGRAM AND LATERAL REDISTRIBUTION OF RETAIL ASSETS

## C9.1. GENERAL

C9.1.1. This chapter provides procedures for the interchange of information on the reporting and disposition of assets between the owning organization and the item manager. This chapter provides procedures for inventory control point (ICP)/integrated materiel manager (IMM) directed lateral redistribution of retail assets identified by an Inter- or Intra-Service retail asset visibility system. In addition, this chapter provides special procedures for returns to DLA from selected sites in support of Base Realignment and Closure (BRAC) Retail Supply, Storage And Distribution (SS&D)/Inventory Management and Stock Positioning (IMSP) and National Inventory Management Strategy (NIMS). These procedures also establish the necessary controls to ensure timely processing of related transactions and provide for the automatic return of materiel under specified conditions.

C9.1.2. Policy regarding the reporting, transfer, lateral redistribution, and use of assets as an alternative to procurement (also known as the procurement offset portion of Total Asset Visibility (TAV)) is contained in DoDM 4140.01, "DoD Supply Chain Materiel Management Procedures." 10 February, 2014.

C9.1.3. Customer Asset Reports (Document Identifier Code (DIC) FTE) and follow-on documentation transmitted by electronic means must always be routed through the Defense Automatic Addressing System (DAAS).

C9.1.4. Credit for materiel returns is granted on the basis of receipt and classification by the consignee. Policy for granting credit is covered under DoDM 4140.01.[1] Procedures for the timeframes and transactions for providing credit for materiel returns, lateral redistributions, and materiel provided for the procurement offset portion of TAV are contained in the MILSBILLS procedures identified in DLM 4000.25, Volume 4, Finance. MILSBILLS also covers credit procedures for packing, crating, handling and transportation (PCH&T). In addition, MILSBILLS provides formats for follow-up for materiel returns program (MRP) Credit (DIC FTP) and reply to follow-up for credit (DIC FTB).

C9.1.5. U.S. Government activities returning materiel are cautioned that the returning activity may be held responsible for costs incurred by the receiving activity when discrepancies are reported and validated using Supply Discrepancy Reporting (SDR) procedures (DLM 4000.25, Volume 2, C17). This includes returns made in

[1] DLA is required to request approval of new procedures supporting BRAC/NIMS allowing full materiel credit for returns regardless of asset position with no credit for packing, crating, handling and transportation (PCH&T).

violation of prescribed materiel returns procedures, returns exhibiting packaging discrepancies, and returns of reparable items unaccompanied by required technical data. Recoupment action by the ICP against the initiator may include all cost reimbursable actions performed by the receiving activity (e.g., repackaging, marking, and disposal).

C9.2. APPLICABILITY AND SCOPE

C9.2.1. The provisions of this chapter are applicable to all activities offering or returning materiel to a Service ICP or DoD IMM. These procedures also apply to activities receiving and processing lateral redistribution orders of retail assets. These procedures apply to BRAC SS&D and NIMS site returns to DLA. Policy regarding utilization and redistribution of Grant Aid materiel is contained in DoD 5105.38-M, "Security Assistance Management Manual," Chapter 11, Section II. These procedures also apply to the processing of nonconsumable items.

C9.2.2. BRAC SS&D/IMSP and NIMS

C9.2.2.1. Background. Under NIMS, DLA's consumable item supply chain management extends from the wholesale level to the point of consumption, replacing the Service-managed retail inventory level. Subsequent to the 2005 BRAC decision, retail SS&D functions and associated infrastructure supporting Military Service selected industrial sites for transfer to DLA. As a result, selected industrial and NIMS sites can no longer maintain retail stock balances; once the customer has determined that it has no use for the materiel, it is returned to DLA.

C9.2.2.2. Processing Materiel Returns. A variation of the MRP is used for processing materiel returns to DLA from selected sites in support of the BRAC SS&D/IMSP and NIMS. Standard MRP transactions(e.g., customer asset reports (DIC FTE), reply to customer asset report (DIC FTR), and ICP/IMM materiel receipt status (DIC FTZ)) do not apply; only logistics transactions specified in the detailed procedures under paragraph C9.20. are used. Under the NIMS/BRAC returns program, DLA accepts returned DLA-managed materiel back into DLA ownership regardless of the current stock asset position. Based upon specified business rules, DLA provides zero, partial, or full credit for the materiel to the customer. No credit for packaging, crating, handling, or transportation is provided.

C9.2.2.3. Providing Pre-Positioned Materiel Receipt. Unlike MRP, under the BRAC SS&D/NIMS return procedures it is the responsibility of the returning Military Service to provide a pre-positioned materiel receipt (PMR) transaction to the applicable storage activity if that activity is a co-located DLA storage activity using the Distribution Standard System (DSS). The only transaction exchange with DLA prior to financial processing is the DLMS 527R /DIC D6B, Receipt that is reported by the storage activity to the DLA ICP.

C9.3. EXCLUSIONS

C9.3.1. DLA does not accept part-numbered customer asset reports. (All other part-numbered asset reports will be passed to the routing identifier code (RIC) indicated in the incoming transaction.) Customer asset reports identified by part numbers[2] exceeding rp 8-22 of the stock or part number field are excluded from the DAAS processing of DIC FTG transactions. Other customer asset reports for items not identified by a national stock number (NSN) (e.g., locally assigned stock numbers) are excluded from these procedures on an inter-Component basis.

C9.3.2. Perishable subsistence items, with the exception of perishable subsistence returns (other than fresh fruits and vegtables (FF&V) from Navy Mobile Logistics Support Force ships in the Pacific area.

C9.3.3. Industrial plant equipment (IPE) identified only by plant equipment code/manufacturers part number. Report these items to RIC S9R using DD Form 1342, DoD Property Record.

C9.3.4. Class V (W) ground (surface) ammunition.

C9.3.5. Lumber products.

C9.3.6. Items under Defense Threat Reduction Agency (DTRA) management (e.g., Federal supply group (FSG) 11, Department of Energy (DoE) special design and quality controlled items identified by contractor and Government entity (CAGE) code 87991 in the Federal Logistics Information System (FLIS) master item file) and all DoD items designed specifically for use on or with special weapons (identified by CAGE 57991, 67991, or 77991 in the FLIS master item file). (These items will be processed under DoE-DTRA TP 100-1.)

C9.3.7. Automatic data processing equipment (ADPE) under DoD 4160.21-M, “Defense Materiel Disposition Manual”, August 1997.

C9.3.8. Items under General Services Administration (GSA) management. These items will be redistributed internally per Service guidance; alternatively, the items will be disposed under normal excess/surplus/donation procedures.

C9.4. RESERVED

C9.5. REPORTING CRITERIA FOR CUSTOMER ASSET REPORTS (DIC FTE/FTG)

C9.5.1. Reporting of assets will be determined by the existing retention and reporting policy under DoDM 4140.01. This includes the reporting policy for the procurement offset portion of TAV as described in DoDM 4140.01. In response to the asset status/transaction reporting Request (DIC DZE under MILSTRAP), submit a

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[2] Use of part-numbers in the materiel returns program last reported as not implemented by USMC. Refer to AMCL 167.

customer asset report (DIC FTE/FTG) using the appropriate project codes from paragraph C9.6.7.

C9.5.2 The reporting activity will forward customer asset reports to the ICP/IMM. Customer asset reports (DIC FTE/FTG) transmitted by electronic means will always be routed through DAAS.

## C9.6. PREPARATION OF CUSTOMER ASSET REPORTS (DIC FTE/FTG)

C9.6.1. Customer asset reports (DIC FTEs) will be prepared using one of the following media or Defense Messaging System (DMS) with data elements shown in the Appendix AP3 appendices. Part-numbered customer asset reports (DIC FTGs) will only be prepared using the mechanical format on DD Form 1348M.

C9.6.1.1. DD Form 1348M, DoD Single Line Item Requisition System Document (Mechanical).

C9.6.1.2. DD Form 1348, DoD Single Line item Requisition Document (Manual).

C9.6.2. Use the mechanical DD Form 1348m as the normal reporting transaction and transmit to the supply source via DAAS. Prepare the DD Form 1348m using the format contained in Appendix AP3.33.

C9.6.3. The manual DD Form 1348 will be prepared as reflected in Appendix AP3.33. The manual form will be used only when:

C9.6.3.1. Facilities are not available to the reporting activity to permit electronic transmission of reports or when machine-processing facilities are not available.

C9.6.3.2. The report coding structure does not provide sufficient data to assist the ICP/IMM in making decisions on disposition of materiel or the granting of credit to the reporting activity. In these instances, the exception data will be entered in remarks portion of the manual DD Form 1348. Reporting activities should not attempt to use exception data as a normal method for reporting materiel, as this necessitates offline processing by both the reporting activity and the ICP/IMM.

C9.6.3.3. The report must be accompanied by technical data including special forms.

C9.6.3.4. Manually prepared reports will be submitted by priority mail with containers conspicuously marked MILSTRIP ASSET REPORTS.

C9.6.4. The messages provided via DMS will be prepared using Appendix AP1.22. The DMS will be used only when message communication facilities for transaction exchange are not available and rapid transmission is required to expedite processing of the asset report.

C9.6.5. Reports of serviceable non-consumable item materiel support code (NIMSC) 5 items from scondary inventory control activity (SICA) reporting activities to the appropriate Service SICA will be submitted under Service implementing instructions. Quantities, which are not required by the SICA, will be forwarded to the primary inventory control activity (PICA) using DIC FTE, the PICA's RIC in rp 4-6, Media and Status (M&S) Code 9, Signal Code C or L, the SICA's fund code in rp 52-53, and the SICA's RIC in 67-69. If appropriate, the SICA will provide DIC FTD delay status to the materiel holder for the quantity referred to the PICA, under paragraph C9.13.5. The date in rp 70-73 of the DIC FTD, if used, will be 35 days subsequent to the date the report was forwarded to the PICA. The PICA will provide disposition instructions to the SICA, designated by rp 52, and the M&S. The SICA, in turn, will provide disposition instructions to the reporting activity under Service implementing instructions.

C9.6.6. When the SICA has NIMSC 5 serviceable stocks on hand that exceed the retention limit, the SICA will prepare the DIC FTE using the guidelines above but with the SICA's own document number.

C9.6.7. The Services/Agencies will use one of the following project codes for the procurement offset portion of TAV in rp 57-59 of their customer asset report (DIC FTE/FTG):

C9.6.7.1. RBB for consumables,

C9.6.7.2. 3AG for reparables, or

C9.6.7.3. 3AU for DLA Disposition Services Field Office assets.

C9.7. <u>CANCELLATION OF CUSTOMER ASSET REPORTS (DIC FTC)</u>

C9.7.1. Use Appendix AP3.38 to prepare cancellation of asset reports, in total or partial quantities, and submit to the ICP/IMM under the following conditions:

C9.7.1.1. When a determination is made that materiel is not available in the quantity reported on the asset report.

C9.7.1.2. Upon determination that materiel directed for return will not be returned.

C9.7.2. The need for timely and accurate cancellation actions under the above conditions is emphasized to avoid unnecessary follow-up actions and to ensure that ICP/IMM records or expected returns reflect proper quantities.

C9.8. PROCESSING REPLIES TO CUSTOMER ASSET REPORTS (DIC FTR)

C9.8.1. The reply to customer asset report (DIC FTR), prepared under Appendix AP3.34, is used by the ICP/IMM to respond to all customer asset reports (DIC FTE/FTG). The reporting activity will process the DIC FTR reply using the asset transaction status code (Appendix AP2.16) and take the following actions:

C9.8.1.1. Use paragraph C9.7. to submit a cancellation (DIC FTC) when it is determined that materiel directed for return will not be returned.

C9.8.1.2. Use Appendix AP3.39 to prepare a shipment status (DIC FTM) and promptly submit to the ICP/IMM after materiel directed for return is released to the carrier. Prepare a separate DIC FTM for each shipment. Exercise care to ensure that appropriate data content, including suffix (rp 44) of the individual DIC FTR reply, is perpetuated in the DIC FTM.

C9.8.2. When DIC FTR is transmitted to the SICA designated by rp 52, the SICA will forward the disposition instructions to the materiel holder under Service implementing instructions. The materiel holder will provide advice to the SICA regarding shipment or cancellation as appropriate, under Service implementing instructions, and the SICA will provide DIC FTM or FTC to the PICA. If the SICA receives DIC FT6 from the PICA and has no record of shipment, the SICA will follow up to the materiel holder and submit an interim DIC FTL to the PICA containing a future estimated shipping date (ESD) to preserve the PICA's due-in record pending a firm reply to the DIC FT6.

C9.8.3. All DIC FTR replies to customer asset reports (DIC FTE/FTG) containing Project Code RBB, 3AG, or 3AU denoting the procurement offset portion of TAV and Status Code TC in rp 65-66, require reevaluation prior to disposal since these assets may not be above an activity's retention limit. Assets required and offered using either Project Code RBB or 3AG will always be directed for return with credit; however, assets required and offered using Project Code 3AU will only be directed for return without credit.

C9.9. FOLLOW-UPS ON REPORTED ASSETS (DIC FTF/FTT/FTP/FT6)

C9.9.1. Reporting Activity Follow-ups Consist of Three Types:

C9.9.1.1. Follow-up for ICP/IMM Reply of Asset Report (DIC FTF). The DIC FTF follow-up will be used to obtain intelligence regarding status of the original asset report (DIC FTE) and will be prepared using Appendix AP 3.37. DIC FTF will be submitted no earlier than 30 days from date of submission of the DIC FTE and will contain the same data as reflected in the DIC FTE. If a DIC FTD has been received, the DIC FTF will be submitted at the expiration of the expected reply date if a DIC FTR has not been received.

C9.9.1.2. Follow-up for ICP/IMM Materiel Receipt Status (DIC FTT). This type follow-up will be used when materiel to be returned has been shipped as directed

by a reply to asset report (DIC FTR) but an ICP/IMM materiel receipt status (DIC FTZ) has not been received. This follow-up will be prepared using Appendix AP3.43. DIC FTT will be submitted no earlier than 70 days (CONUS) or 130 days (OCONUS) after shipment. This data for the DIC FTT will be the same as reflected in the DIC FTM.

C9.9.1.3. Follow-up for Credit (DIC FTP). This type follow-up will be used when materiel to be returned has been shipped and credit allowance was indicated by ICP/IMM materiel receipt status (DIC FTZ) but no credit billing has been received. This follow-up will be prepared under MILSBILLS procedures.

C9.9.2. Follow-up will be submitted to the ICP/IMM to which the original asset report (DIC FTE) was submitted, except when information has been received in a DIC FTQ status that DAAS has rerouted the asset report to the correct ICP/IMM. In this case, the follow-up will be submitted to the activity identified in the DIC FTQ status received from DAAS.

C9.9.3. ICP/IMM Follow-ups on Directed Returns (DIC FT6). Upon receipt of a DIC FT6 follow-up on a DIC FTR from the ICP/IMM, the reporting activity will review records to determine whether a DIC FTR had been received. If there is no record of receipt of a DIC FTR, the DIC FT6 will be converted to a DIC FTR and processed. If shipment has not occurred, a DIC FTL citing the ESD will be submitted. If records indicate that shipment has occurred, the transportation activity will be queried to ensure that the materiel has actually been shipped. If the materiel has been shipped, a new DIC FTM will be created. If the materiel has not been shipped, ascertain when the shipment will be made and follow the above procedures.[3] When less than the total quantity contained in the original DIC FTR is to be shipped, the reporting activity will respond to the DIC FT6 with a DIC FTL for the quantity to be shipped and a DIC FTC for the quantity that will not be shipped. If any of the shipment has already occurred, the reporting activity will respond to the DIC FT6 with DIC FTM for the quantity that has been shipped and with DICs FTL and/or FTC for the remaining portions of the originally reported quantity, as appropriate.

## C9.10. AUTOMATIC RETURNS (DIC FTA)

C9.10.1. DIC FTA is used for items designed by a supply source for automatic return. Supply sources will notify reporting activities of the location to which items so designated are to be shipped. DIC FTA format is contained in Appendix AP3.40.

C9.10.2. All NIMSC 5 unserviceable (Supply Condition ***Code (SCC)*** E or F) items are designated for automatic return on an inter-Service basis. PICAs will notify SICAs of the NSN and the storage activity to which such items are to be shipped. PICAs will also notify the receiving storage activity of such items that are to be returned. The SICAs will perpetuate this information to the SICA activities using intra-Service procedures. If there is no S/A SICA for the items identified for automatic return by a

[3] Modification of MRP reporting timeframes last reported as not implemented by USN. Refer to AMCL 6.

PICA (for example, the Coast Guard), the PICA will provide the information to the appropriate S/A designated activity.

C9.10.3. Use Project Code 3AL in the DIC FTA and in subsequent documentation when an unserviceable NIMSC 5 item is automatically returned or when requisitioning a replacement item. If a replacement for the unserviceable NIMSC 5 automatic return item will not be requisitioned (for example, the returned item exceeds the returning activity's authorization or requirement), the DIC FTA and related documentation will not contain Project Code 3AL. Use the data elements specified under paragraph C9.6.5. in the DIC FTA. This does not include the M&S that may be assigned using S/A instructions. Enter the SICA RIC in rp 67-69 if M&S 9 is assigned. Subsequent to the generation of DIC FTA, processing will occur as though there has been a DIC FTE report and a DIC FTR reply, along with other provisions of this chapter, except for DICs FTF and FTD.

C9.10.4. ***All unserviceable (SCC F) items requiring removal and return to the owner during maintenance performed under an inter-Service agreement, including DMISA, are designated for automatic return on an inter-Service basis. The maintenance activity/repair agent will notify the owner/principal of the return using the Automatic Returns Notification (DIC FTA). Include Project Code 3HX in the return notification when requisitioning a replacement part and expecting credit for return of the unserviceable asset. Use the data elements specified under paragraph C9.6.5. in the DIC FTA. Requisitions for replacement assets using Project Code 3AD will use the same document number contained inthe Automatic Returns Notification citing Project Code 3AD. The maintenance activity must provide the Automatic Return Notification prior to physically returning unserviceable materiel. Maintenance activities will submit the Automatic Return Notification two days prior to physical return whenever feasible; a minimum of twenty-four hours is required. This delay is necessary because the maintenance and storage activities are normally located in close proximity and it is vital that the owner/principal have sufficient time to furnish a Prepositioned Materiel Receipt (PMR) transaction to the storage activity before the materiel arrives. Subsequent to generation of the Automatic Returns Notification, processing will occur as described for Project Code 3AL.***[4]

C9.10.***5***. No other inter-S/A use of DIC FTA is currently authorized.

C9.10.***6***. S/As may use DIC FTA internally for intra-S/A programs that do not conflict with other provisions of this manual.

C9.10.***7***. Conformance with standard line of accounting (SLOA)/accounting classification requires any initiation of a financial business event to include SLOA mandated standard financial information system (SFIS) elements.[5] The DLMS shipment status for ICP/IMM-directed lateral redistribution supports inclusion of SLOA required

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***[4] Refer to ADC 1256. Staggered implementation authorized by December 2019.***
[5] Refer to ADC 1043.

elements. Pending full implementation of SLOA, ***Defense Automatic Addressing System (***DAAS***)*** will facilitate interoperability by updating selected SLOA data fields based upon the returning activity's Service/Agency and Fund Code. If invalid/missing fund code for Signal Code A, B, C, J, K, or L, reject with the DIC FTQ Materiel Returns Supply Status citing Status Code CF.[6]

C9.11. SECONDARY INVENTORY CONTROL ACTIVITY PROCESSING OF AUTOMATIC RETURN NOTIFICATION (DIC FTA). Upon receipt of the DIC FTA transaction, the SICA will establish a due-in and generate a PMR transaction to the receiving activity for the quantity in the FTA transaction. ***The SICA will prepare t***he due-in and PMR transaction under MILSTRAP. NOTE: For unserviceable NIMSC 5 items, the SICA will forward the DIC FTA transaction, with data elements specified in paragraph C9.10.3. of this chapter, to the PICA. The PICA will establish the due-in and furnish the PMR transaction to the receiving depot.

***C.9.12. OWNER/PRINCIPAL PROCESSING OF AUTOMATIC RETURN NOTIFICATION (DIC FTA). Immediately upon receipt of an Automatic Return Notification transaction from a maintenance activity/repair agent under an inter-Service agreement, including DMISA, the owner/principal will establish a due-in and generate a PMR transaction to the receiving activity for the quantity and SCC in the Automatic Return Notification transaction. The owner/principal will prepare the due-in and PMR transaction under MILSTRAP. Upon receipt of unserviceable returns for credit (Project Code 3HX), the owner/principal will provide credit under MILSBILLS procedures."***

C9.1***3***. DEFENSE AUTOMATIC ADDRESSING SYSTEM. DAAS will accomplish the following:

C9.1***3***.1. DICs FTL, FTM, FTP, and FTT will be passed to the activity represented by the RIC in rp 4-6.

C9.1***3***.2. DICs FTB, FTD, FTQ, FTR, FTZ, and FT6 will be routed using the M&S code.

C9.1***3***.3. DIC FTA will be passed to the RIC in 4-6. DICs FTC, FTE, and FTF containing M&S 9 will be passed to the RIC in rp 4-6.

C9.12.4. When DICs FTC, FTE, and FTF do not contain M&S 9, DAAS will perform an NSN/national item identification number (NIIN) validation and supply source edit as follows:

C9.1***3***.4.1. If the NSN is correct and managed by the ICP/IMM identified in rp 4-6, Advice Code 3T will be entered in rp 65-66 and the DIC FTC, FTE, or FTF will be transmitted to that ICP/IMM.

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[6] Refer to ADC 1043E.

C9.1***3***.4.2. If the NSN is correct but is not managed by the ICP/IMM identified in rp 4-6, the correct ICP/IMM RIC will be entered in rp 4-6, Advice Code 3T will be entered in rp 65-66, and the DIC FTC, FTE, or FTF will be transmitted to the correct ICP/IMM. DAAS will furnish the reporting activity a DAAS customer asset report status (DIC FTQ) with Status Code TZ in rp 65-66.

C9.1***3***.4.3. If the Federal supply classification (FSC)/NIIN/NSN validation indicates that the FSC is incorrect, the FSC will be changed and the RIC of the ICP/IMM in rp 4-6 will be changed where applicable. Advice Code 3T will be entered in rp 65-66 and the DIC FTC, FTE, or FTF will be transmitted to the managing ICP/IMM. DAAS will furnish the reporting activity and DIC FTQ with Status Code TZ in rp 65-66.

C9.1***3***.4.4. If routing to an ICP/IMM cannot be accomplished by DAAS, the DIC FTC, FTE, or FTF will be passed to the activity identified in rp 4-6.

C9.1***3***.5. DAAS will validate DIC FTA, FTE, and FTF transactions for valid ship-from and credit-to addresses as designated by the signal code. When the signal code is C or L, the code in rp 52 must identify a valid credit-to activity as prescribed by MILSBILLS procedures. If DAAS cannot identify the ship-from or credit-to address, the transactions will be rejected to the originating activity using DIC FTQ with SK status.[7]

C9.1***3***.6. DLA will not accept DIC FTG part-numbered asset reports. DAAS will reject all such reports with Status Code T9. DAAS will pass all other DIC FTG part-numbered asset reports to the RIC present in the incoming transaction. Components may reject (Status Code T9) part-numbered assets that are not acceptable or recognized under internal procedures. Nonmechanical part-numbered transactions will not be processed by DAAS but will be rejected for processing under intra-Component procedures.

C9.1***3***.7. DAAS will edit DIC FTR rejects containing Status Codes SC and SD for correct ICP/IMM and FSC as follows:

C9.1***3***.7.1. If the NSN is correct and belongs to the rejecting ICP/IMM, the DIC FTR will be converted to DIC FTE with Advice Code 3T in rp 65-66 and returned to the rejecting ICP/IMM. When DAAS converts DIC FTRs to DIC FTEs and returns the DIC FTEs to the rejecting ICP/IMM, DAAS will enter code D in rp 70 of the DIC FTE to provide the ICP/IMM with a duplicate document override edit.

C9.1***3***.7.2. If the FSC is incorrect, the DIC FTR will be converted to DIC FTE with the correct FSC; Advice Code 3T will be entered in rp 65-66, and the document will be returned to the rejecting ICP/IMM or transmitted to the correct ICP/IMM.

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[7] Use of part-numbers in the materiel returns program last reported as not implemented by USMC. Refer to AMCL 167.

C9.1***3***.7.2.1. When DAAS converts DIC FTRs to DIC FTEs and routes the DIC FTEs to an ICP/IMM other than the rejecting ICP/IMM, DAAS will furnish the reporting activity with DIC FTQ status containing Status Code TZ in rp 65-66.

C9.1***3***.7.2.2. When the converted DIC FTE is routed back to the rejecting ICP/IMM, code D will be inserted into rp 70 to provide the ICP/IMM with a duplicate document override edit and DAAS will furnish the reporting activity a DIC FTQ containing Status Code TZ in rp 65-66.

C9.1***3***.7.3. If a DLA, GSA, or Navy IMM has coded the item inactivated in DAAS records and a DLA, GSA, or Navy activity originated the reject document, DAAS will change the status code in rp 65-66 to TC and forward the DIC FTR to the reporting activity.

C9.1***4***. <u>INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER PROCESSING OF CUSTOMER ASSET REPORTS (DIC FTE)</u>

C9.1***4***.1. The ICP/IMM will process asset reports to determine disposition. Asset reports containing project codes assigned for specific returns program purposes (e.g., rollbacks and automatic returns) will be processed under the assigned controls. (See paragraph C9.6.7.) Assets required and offered using either Project Code RBB or 3AG will always be directed for return with credit; however, assets required and offered using Project Code 3AU will only be directed for return without credit.

C9.1***4***.1.1. The Reply to Customer Asset Report (DIC FTR) will be prepared using Appendix AP3.34 to respond to asset reports no later than 30 days from date of receipt of the DIC FTE.[8]

C9.1***4***.1.2. If a DIC FTR cannot be provided within 30 days, send a DIC FTD (Appendix AP3.36) with Status Code TR and enter a date in rp 70-73 indicating when final disposition instructions are expected to be provided.[9]

C9.1***4***.1.3. As indicated in Appendix AP2.8, suffix codes will be used to identify partial actions.[10]

C9.1***4***.2. If it is determined that the materiel is required, the IMM will forward a DIC FTR citing Status Code TA, TB, TH, or TJ to the reporting activity. The ICP/IMM will establish a due-in for the quantity of materiel to be returned and generate a MILSTRAP PMR transaction to the receiving depot.[11]

C9.1***4***.2.1. The time allowed for shipment and return of materiel is 120 (CONUS) and 180 (OCONUS) days, and the counting starts with the day of posting the

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[8] Modification of Materiel Returns Program reporting timeframes last reported as not implemented by USN. Refer to AMCL 6.
[9] Ibid.
[10] Ibid.
[11] Ibid.

receipt of the DIC FTM or the estimated shipping date cited in the DIC FTL. The Due-in estimated delivery date (EDD) will be updated upon receipt of a DIC FTM or FTL to equal the time allowed for shipment and return of materiel.

C9.1***4***.2.2. If the materiel is not received by the due-in EDD, or 30 days have elapsed since the transmission of a DIC FT6 without receiving a response, the ICP/IMM will initiate cancellation action under paragraph C9.17.

C9.1***4***.2.3. Canceling the due-in and deleting the PMR transaction do not preclude requirements prescribed in other DoD manuals and joint regulations to initiate tracer action and file discrepancy reports (e.g., TDR or SDR), on shipments that have not been received but for which shipment status has been received.[12]

C9.1***4***.3. Enter PDs in DIC FTR replies as follows:

C9.1***4***.3.1. PD 03 will be used in the return of critical items and approved intensive management items (including serviceable local stocks).

C9.1***4***.3.2. PD 06 will be used in the return of materiel identified by the ICP/IMM as qualified for automatic return to the DoD distribution system.

C9.1***4***.3.3. PD 13 will be used in the routine return of materiel not covered above (except surplus and scrap) such as the return of local stocks to supply sources.

C9.1***4***.4. Customer asset reports (DIC FTEs) received by the ICP/IMM that cannot be processed will be rejected to the reporting activity using DIC FTR status with the appropriate S_ series reject status code from Appendix AP2.16.

C9.1***4***.5. Customer asset reports (DIC FTEs) received for items requiring extended screening/review will be suspended. The reporting activity will be furnished a DIC FTD with Status Code TR containing an estimated date of reply in rp 70-73.

C9.1***4***.6. All manually prepared asset reports (DIC FTEs) received by an ICP/IMM for which it is not the prime manager will be forwarded to the responsible ICP/IMM for processing. The correct ICP/IMM RIC will be entered in rp 4-6 of the DIC FTE. The ICP/IMM will furnish the reporting activity DIC FTR containing Status Code T6 in rp 65-66. The RIC of the forwarding ICP/IMM will be entered in rp 4-6 and the RIC of the ICP/IMM representing the last known source will be entered in rp 67-69.

C9.1***4***.7. If the determination has been made that a FSC change is required on a manually prepared customer asset report (DIC FTE), the correct FSC will be entered, the RIC of the ICP/IMM in rp 4-6 will be changed, where applicable, and the DIC FTE will be forwarded to the responsible ICP/IMM for processing. The reporting activity will be furnished a DIC FTR containing Status Code T7 in rp 65-66. The RIC of the

[12] Ibid.

forwarding ICP/IMM will be entered in rp 4-6 and the RIC of the ICP/IMM representing the last known holder will be entered in rp 67-69.

C9.1***5***. <u>INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER MATERIEL RECEIPT STATUS (DIC FTZ)</u>

C9.1***5***.1. The ICP/IMM will prepare DIC FTZ documents using Appendix AP3.42 to provide reporting activities with notification of materiel receipt. The DIC FTZ will be provided upon processing of the receipt for other than suspended condition materiel, or upon processing of inventory adjustment action moving assets from suspended condition to correct condition, or not less than 30 days after DIC FT6 when no receipt or DIC FTM has been processed. Multiple DIC FTZ documents will be provided when a single shipment is received in more than one materiel condition. Use status codes in the DIC FTZ documents as follows in the subparagraphs below. In addition, the DIC FTZ can be used (intra-Army only when exchange pricing indicator is present) to trigger the ICP to generate a logistics/interfund bill transaction to notify customers of the difference between the exchange price and standard price. When used in this way, the DIC FTZ will be routed to the ICP from the Middleware Funds Control Module.

C9.1***5***.1.1. Enter Status Code TN when credit is granted for the condition and quantity of received materiel.

C9.1***5***.1.2. Enter Status Code TM when reduced or no credit is allowed because the condition of received materiel is less than that authorized for return.

C9.1***5***.1.3. Enter Status Code TL when the received materiel is other than that authorized for return and no credit is allowed.

C9.1***5***.1.4. Enter Status Code TP when the materiel is not received within prescribed timeframes, follow-up action has been unsuccessful, and the credit authorization is canceled.

C9.1***5***.1.5. Enter Status Code TQ when the materiel has been received for an authorized noncreditable return.

C9.1***5***.2. DIC FTZ will always reflect the document number, including the suffix code, contained in the DIC FTA or FTR. When multiple DIC FTZ documents are required for materiel received in different conditions, each DIC FTZ produced will retain the document number and suffix of the DIC FTA/FTR.

C9.1***6***. <u>PROCESSING OF SHIPMENT STATUS (DIC FTM)</u>

C9.1***6***.1. Shipment status provides information and normally requires no subsequent documentation generation. ICPs/IMMs will receive the DIC FTM shipment status and update appropriate ICP/IMM records. The shipment date indicated in the DIC FTM is available to ICPs/IMMs to verify in-transit status and provide information on expected receipts. DIC FTMs received for items not under the cognizance of the ICP/IMM will be rejected to the reporting activity using DIC FTR with reject Status Code

SC. DIC FTMs that do not pass data field validity checks will be rejected to the reporting activity using DIC FTR with the appropriate S_ series status code.

C9.1***6***.2. In the event that the ICP/IMM requires advice of shipment to support related supply decisions and the DIC FTM has not been received, an ICP/IMM follow-up (DIC FT6) will be prepared using Appendix AP3.41 and forwarded to the reporting activity. The DIC FT6 will not be generated until at least five days have elapsed from the transmission of the DIC FTR (PD 03) or 50 days (PD 13) and no DIC FTM and receipt has been posted. A DIC FT6 with Status Code T3 may be generated upon expiration of the due-in timeframe when a DIC FTM has been received, but receipt has not been posted.[13] The ICP/IMM is authorized to follow-up without regard to the established timeframe when the need arises to satisfy PD 01-08 requirements.

C9.1**7**. PROCESSING FOLLOW-UPS FROM REPORTING ACTIVITIES (DIC FTF/FTT/FTP)

C9.1**7**.1. Follow-ups submitted by reporting activities consist of three types:

C9.1**7**.1.1. Follow-up for ICP/IMM Reply Customer Asset Report (DIC FTF).

C9.1**7**.1.2. Follow-up for ICP/IMM Materiel Receipt Status (DIC FTT).

C9.1**7**.1.3. Follow-up for Credit (DIC FTP).

C9.1**7**.2. On receipt of a DIC FTF, the ICP/IMM will determine whether there is a record indicating that the original DIC FTE was received.

C9.1**7**.2.1. If a record is established and a DIC FTD indicating delayed response was furnished to the customer, a duplicate DIC FTD or FTR will be provided. If a record is established and a DIC code FTD or FTR was not provided, one of the following actions will be initiated:

C9.1**7**.2.1.1. If the DIC FTE transaction is in process, a DIC FTD will be provided to the customer with Status Code TR in rp 65-66, indicating the DIC FTE is in process and a DIC FTR will be provided at a later date.

C9.1**7**.2.1.2. If the DIC FTE was rejected by the ICP/IMM as invalid, the DIC FTF will produce a DIC FTR to the reporting activity with the same status code that was utilized in the original DIC FTR.

C9.1**7**.2.2. If no record of receipt of the DIC FTE exists, the ICP will process the DIC FTF as a new DIC FTE and provide a DIC FTR, as appropriate, to the reporting activity.

[13] Ibid.

C9.1***7***.3. On receipt of a DIC FTT, the ICP/IMM will review records and take action as follows:

C9.1***7***.3.1. If the records indicate that materiel has been received and classified, a DIC FTZ will be transmitted to the customer.

C9.1***7***.3.2. If the records indicate that materiel has been received but not classified, the ICP/IMM will provide a DIC FTR with Status Code TT to the customer.

C9.1***7***.3.3. If the records indicate that materiel has not been received, and if materiel is not located after investigation, the reporting activity will be furnished a DIC FTR with Status Code TU.

C9.1***7***.4. On receipt of a DIC FTP, the ICP/IMM will take action under MILSBILLS procedures.

C9.1***7***.5. DIC FTF received for items not under the cognizance of the ICP/IMM will be rejected to the reporting activity using DIC FTR with reject Status Code SC. A DIC FTF that does not pass data field validity edits will be rejected to the reporting activity using the DIC FTR with an appropriate reject status code.

C9.1***8***. CANCELLATION OF CUSTOMER ASSET REPORTS (DIC FTC/FTZ)

C9.17.1. Upon receipt of customer cancellation (DIC FTC), the ICP/IMM will take necessary action to cancel or reduce the quantity in all applicable transactions affected by the DIC FTC, including decision to return, due-in record, PMR, and credit suspense, if applicable.

C9.1***8***.2. The ICP/IMM will initiate cancellation action (DIC FTZ) when materiel is not received by the due-in EDD or when materiel is not received and no response has been received within 30 days after the DIC FT6 follow-up. The ICP/IMM will also initiate cancellation action when a DIC FTM is not received within 120 (CONUS) or 180 (OCONUS) days after receipt of the DIC FTL.

C9.1***8***.3. Cancellations initiated by the ICP/IMM or in response to a DIC FTC will be performed as follows:

C9.1***8***.3.1. For creditable returns, notification of cancellation to the reporting activity will be made using DIC FTZ with Status Code TP.

C9.1***8***.3.2. For noncreditable returns, notification of cancellation to the reporting activity will be made using DIC FTZ with Status Code TV.

C9.1***8***.4. When a DIC FTM or FTL has been received, but materiel has not been received within the timeframe allotted under C9.1***4***.2.1., action to cancel the due-in and PMR will be conducted under MILSTRAP procedures.

C9.1***9***. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER PROCESSING OF DIC FTE/FTC/FTF TRANSACTIONS WHEN SOURCE OF SUPPLY HAS CHANGED

C9.1***9***.1. Upon receipt of a DIC FTE, FTC, or FTF transaction from DAAS with Advice Code 3T when the supply source has changed, the losing ICP/IMM will arrange to change the FLIS and DAAS source of supply files.

C9.1***9***.2. The losing ICP/IMM will then prepare and transmit DICs FTE, FTC, and/or FTF transactions containing Advice Code 3U through DAAS to the gaining source of supply in rp 4-6.

C9.1***9***.3. DAAS will pass the DIC FTE, FTC, or FTF transactions to the gaining source of supply.

C9.***20***. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER LATERAL REDISTRIBUTION OF RETAIL ASSETS (DIC A4_/AE6/AF6/AS6)

C9.***20***.1. This paragraph outlines procedures for filling backorders by generating lateral redistribution orders for retail materiel that has been identified through inter- or intra-Service retail asset visibility systems. Additionally, ICPs/IMMs may use these procedures to direct lateral redistribution when the total cost of such action is lower or when the wholesale level does not have stock available to meet a requisition's required response time.

C9.***20***.2. If a backorder is to be supplied by lateral redistribution of materiel identified by an inter- or intra-Service retail asset visibility system, the lateral redistribution order (LRO) will contain appropriate data from the requisition, DIC A4_ in rp 1-3, the RIC of the reporting activity in rp 4-6, Distribution Code 2 for consumable materiel or Distribution Code 3 for reparable materiel in rp 54, and the ICP/IMM's RIC in rp 74-76. The LRO will be forwarded through DAAS to the reporting activity. A DIC AE6 with BA status will be provided to eligible status recipients. LROs for lateral redistribution of retail assets will be prepared in the Appendix AP3.24 format.

C9.***20***.3. The reporting activity will:

C9.***20***.3.1. Process the LRO on a fill and kill basis. Provide DIC AE6/BA status for the quantity being filled and/or CB status for the quantity not being filled (killed) to the activity identified in rp 74-76 of the LRO and include Distribution Code 2 or 3 in rp 54.

C9.***20***.3.2. Interchangeability and substitutability (I&S) are allowed if the requiring/requisitioning activity and the supplying/holding activity are the same Service. Do not substitute if the requiring/requisitioning activity and the supplying/holding activity are different Services.

C9.***20***.3.3. Ensure that materiel is shipped using DD Form 1348-1A or DD Form 1348-2 to the activity identified in the LRO as the "ship-to" addressee. When the

materiel is shipped, transmit a DIC AS6 to the activity identified in rp 74-76 of the LRO. The DIC AS6 will include the DoD activity address code (DoDAAC) (rp 45-50) and fund code (rp 52-53) of the activity to which the credit for the materiel and reimbursement for the PCH&T costs are to be provided, Signal Code B (rp 51), and Distribution Code 2 or 3 (rp 54). Conformance with SLOA/accounting classification requires any initiation of a financial business event to include SLOA mandated standard financial information system (SFIS) elements.[14] The DLMS shipment status for ICP/IMM-directed lateral redistribution supports inclusion of SLOA required elements. Pending full implementation of SLOA, DAAS will facilitate interoperability by updating selected SLOA data fields based upon the reporting activity's Service/Agency and Fund Code when converting legacy formats to DLMS. If invalid/missing fund code for Signal Code A, B, C, J, K, or L, DAAS will reject the transaction and notify the sender.[15] Retail activities will use Uniform Materiel Movement and Issue Priority Sytem (UMMIPS) time standards for processing LROs directed by the ICP/IMM. Refer to DoDM 4140.01, Supply Chain Materiel Management Procedures, Volume 8, Materiel Data Management and Exchange, February 10, 2014.

C9.***20***.3.4. Establish internal records to receive credit for the materiel and reimbursement for the PCH&T costs and not generate billing transactions.

C9.***20***.4. <u>The ICP/IMM will:</u>

C9.***20***.4.1. Utilize the DIC AE6 with BA status and Distribution Code 2 or 3 in rp 54 to update estimated ship dates.

C9.***20***.4.2. Generate DIC AF6 follow-up with Distribution Code 2 or 3 in rp 54 to the reporting activity as follows:

C9.***20***.4.2.1. When the initial supply status (BA or CB status) is not received on LROs within 10 days.

C9.***20***.4.2.2. Upon receipt of BA supply status without an ESD and 10 days have elapsed since the transaction date of the DIC AE6/BA status.

C9.***20***.4.2.3. Upon receipt of BA supply status with an ESD and the ESD has expired.

C9.***20***.4.2.4. When no response is received to the previous follow-up and 10 days have elapsed. Continue to follow-up until status is received, backorder is re-established, or final disposition is determined.

C9.***20***.5. Reinstate the requisition and provide appropriate status to eligible status recipients upon receipt of DIC AE6/CB status with Distribution Code 2 or 3 in rp 54.

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[14] Refer to ADC 1043.
[15] Refer to ADC 1043E.

C9.***20***.6. Upon receipt of the DIC AS6 with Distribution Code 2 or 3 in rp 54, generate billing transactions to the requisitioner and provide crediting transactions for the materiel and PCH&T, under the MILSBILLS procedures, to the activity identified in rp 45-50 of the DIC AS6. In addition, the ICP/IMM will generate a DIC AS8 shipment status transaction to DAAS.

C9.***20***.7. When creating customer supply status transactions as a result of processing DIC AE6/AS6 transactions with Distribution Code 2 or 3 in rp 54, always use the distribution code that was in the original requisition.

## C9.2***1*** INTER-SERVICE LATERAL REDISTRIBUTION OF RETAIL ASSETS BY INTER-SERVICE AGREEMENT[16]

C9.2***1***.1. Inter-Service redistribution will not occur before wholesale-level requisitioning, except within theater at Combatant Commander direction or as authorized by inter-Service agreement for lateral support of high priority mission readiness requirements where stock is available within the area of responsibility.

C9.2***1***.2. Prior to initiating MILSTRIP procedures for non-ICP/IMM-directed inter-Service lateral redistribution, the requiring Service must establish a support agreement with the retail/tactical level supply source and employ agreed upon asset visibility tools to ensure that materiel is available. High priority mission readiness requirements (PD 01-03 and Special Requirements Code N) may be submitted using a passing order requisition (DIC A3_) identifying the retail source supply as the RIC-To. These transactions will bypass DAAS routing logic to the wholesale SoS. By alternative, the requiring Service may choose to skip the initiating requisition passing order transaction and request materiel in person as bearer walk-thru.

C9.2***1***.3 Services supporting inter-Service lateral redistribution will ensure that only high priority mission readiness requisitions originated by pre-approved trading partners within the area of responsibility are honored. All such requisition passing orders will be processed on a fill or kill basis (Advice Code 2C or 2J). These requisitions are not subject to modification or follow-up; standard cancellation procedures apply. Transactional supply status will be provided regardless of initiating method (transaction or walk-thru). Upon receipt of BA status, the materiel will be available for pick-up by the requiring customer. Standard shipment status will be provided.

C9.2***1***.4 The Service supply source has responsibility for preparation of Interfund billing and any required internal transactions associated with this method of lateral supply support.

[16] Refer to ADC 1062. Initial implementation applicable to Global Combat Supply System-Army (GCSS-Army) and authorized trading partners. Phased implementation for shipment status is authorized.

C9.2***2***. RETURNS TO DLA FROM INDUSTRIAL SITES UNDER BRAC SS&D, and NIMS SITE CUSTOMERS

C9.2***2***.1. Industrial Sites Procedures.

C9.2***2***.1.1. The return of DLA-managed materiel will be accomplished without processing the standard MRP program transactions. The individual maintenance customer will determine when he has no immediate requirement for the materiel and will initiate the return process. The materiel will be physically returned to the DLA storage activity with the applicable documentation. The returning activity will provide a MILSTRAP PMR (DIC DW_) transaction to the storage activity identifying the Military Service activity to which the receipt will be reported. Upon notification of receipt by the storage activity by a DLMS 527R (DIC D6A), the Military Service activity will determine whether there is a need for the materiel by another maintenance user (backorder). If so, an issue document will be forwarded to the storage activity for action. If not, an MRO will be initiated, directing shipment-in-place (citing the ship-to/supplemental address of the storage activity), authorizing a change of ownership to DLA. The receipt of the returned materiel from the Military Service ownership to DLA will be effected with a DLMS 527R (DIC D6B).

C9.2***2***.1.2. Upon notification of receipt, the DLA ICP will determine whether a corresponding sale to Service maintenance (identified by DoDAAC series/internal customer group) has occurred for the same materiel and condition code within a 60 day time frame. If there is a matching sale, the customer will receive credit equal to the original sale. The Service's financial system will be notified of a credit via a DLMS/MILSBILLS Billing for Issue from Stock (810L/DIC FA2).

C9.2***2***.1.3. If no sale has occurred or the condition code differs from that on the original sale, DLA will provide credit based upon stock position. If the return quantity exceeds that of previous sales, credit will be provided equal to the original sale quantity and credit on the remaining quantity will be based upon stock position. DLA ICP business rules for determining whether to provide credit/credit amount are equivalent to the MRP program and policy contained in DoDM 4140.01. The Service's financial system will be notified of a credit via a DLMS/MILSBILLS Billing for Issue from Stock (810L/DIC FA2).

C9.2***2***.2. National Inventory Management Strategy Procedures. Materiel returns from a NIMS site customer will be processed as per C9.2***2***.1.1. through C9.2***2***.1.3., including use of the PMR, receipt to the Military Service, followed by the MRO directing shipment-in-place triggering receipt to the DLA ICP. The DLA ICP will process the receipt and determine whether a sale has occurred for the same materiel, condition code, and customer within a 60 day time frame reflecting the exact same document number as the receipt (return) document. If there is an exact matching sale, the customer will receive credit equal to the original sale. Credit for any quantity returned over the original amount, in a different condition code than the original sale, or unmatched are subject to DLA ICP business rules equivalent to the MRP for determining whether to provide credit/credit amount.

# C10. CHAPTER 10

## INSTALLATION CLOSURE PROCEDURES

C10.1. GENERAL

C10.1.1. ***Purpose.*** This chapter provides procedures and specifies timeframes for installation closures. ***They*** are intended to systematically curtail supply support, transfer mission-essential materiel, transfer materiel that is no longer required, and redirect mission-essential requisitions for or from activities affected by installation closures. ***Included are p***rocedures for reporting all installation-owned property not ***to*** be transferred with the mission to new location(s).

***C10.1.2. Transactions. This chapter addresses the procedures associated with the following MILSTRIP legacy 80 record position transactions.***

***C10.1.2.1. The Requisition Cancellation Transaction is identified by the DIC AC1, AC2, AC3, AC4, and AC5.***

***C10.1.2.2. The Request for Mass Cancellation of Requisitions is identified by the MILSTRIP Mass Cancellation Message (See Appendix 1.23). There is no DIC equivalent.***

***C10.1.2.3. The Request for Universal Cancellation of Requisitions is identified by the MILSTRIP Universal Cancellation Message (See Appendix 1.23). There is no MILSTRIP DIC equivalent.***

***C10.1.2.4. The Customer Asset Report (Stock Numbered Items) Transaction is identified by the DIC FTE.***

***C10.1.2.5. The Reply to Customer Asset Report Transaction is identified by the DIC FTR.***

***C10.1.2.6. The Disposal Release Order is identified by the DIC A5J.***

C10.2. APPLICABILITY AND SCOPE. These procedures and timeframes are applicable to all DoD installations, both Continental U.S. (CONUS) and Outside the Continental U.S. (OCONUS)***;*** DoD tenant and satellite activities***;*** DoD inventory control points (***ICP***)***; and*** DoD integrated materiel managers (***IMM***) processing reports for materiel no longer required as a result of an installation closure.

C10.3. EXCLUSIONS. In addition to the exclusions cited in Chapter 9, the procedures ***in this chapter do*** not ***apply*** to the following:

***C10.3.1. bulk petroleum;***

***C10.3.2. inter-Departmental and intra-Departmental purchasing operations;***

***C10.3.3. forms and publications;***

***C10.3.4. communications security (COMSEC) equipment, COMSEC aids (keying materiel), and all items including classified components, individual elements and repair parts that are classified and designated "crypto", or are normally handled through crypto channels;***

***C10.3.5. coal and coke;***

C10.3.***6***. related personal property ***reportable*** to GSA as a part of a real estate package. Related personal property is classified as any property ***that is***:

C10.3.***6***.1. ***a***n integral part of real property or is related to, designed for, or specially adapted to the functional or productive capacity of the real property and removal of this personal property would significantly diminish the economic value of the real property. Normally, common use items including, but not limited to, general purpose furniture, utensils, office machines, office supplies, or general purpose vehicles are not considered to be related personal property;

C10.3.***6***.2. ***d***etermined by GSA to be related to the real property;

C10.3.***7***. installed property (Class II Plant Property);

C10.3.***8***. real property.

C10.4. <u>INSTALLATION CLOSING PROCEDURES</u>

C10.4.1. Stratification of Inventory

C10.4.1.1. <u>Installation Procedures</u>. ***Do an*** inventory of all installation-owned property ***upon receipt of*** a confirmed closure date. The inventory ***will*** include, but not be limited to, nonconsumable items (recoverable/ capitalized assets and assets on table of allowances) and consumable items (assets on working capital fund records). Each designated account ***must*** maintain its identity. ***Stratify the*** inventory applicable to each designated account into three classes of property:

C10.4.1.1.1. Mission-essential and is to be transferred to a new location with the mission.

C10.4.1.1.2. Not mission-essential but is required for local operations during the period prior to closure.

C10.4.1.1.3. Materiel that is no longer required for operational needs.

C10.4.1.2. <u>Tenant and Satellite Activities</u>. Each tenant and/or satellite activity having custody of installation-owned property ***must*** return that property to the

installation. Accountable records ***must*** reflect the returns. ***Use procedures in subparagraph C10.4.1.1 to inventory and stratify tenant***-owned and satellite-owned property.

C10.4.1.3. Working Capital Fund. ***Relocate the DoD Component*** managed working capital fund items with the mission, if mission-essential, or redistributed within the ***DoD Component*** working capital fund. ***Relocate*** IMM items with the mission, if mission essential, or report to the IMM for disposition instructions.

C10.4.2. In-Process Requisitions

C10.4.2.1. ***Initial Requisition Review. Simultaneously with doing the inventory, do a*** review of installation requisitions. ***Identify requisitions that will*** be:

C10.4.2.1.1. continued for shipment to the unit's relocation site.

C10.4.2.1.2. continued for operational requirements until closure.

C10.4.2.1.3. ***cancelled if materiel*** is no longer required for operational needs. Cancellation***s will*** be performed by single-line cancellation if time permits. ***See Chapter 2 for requisition cancellation procedures.***

C10.4.2.2. ***Sixty-Day Review.*** Sixty ***calendar*** days prior to closure date, ***review*** all requisitions again for need. If required, ***identify*** requisitions for shipment to the relocation site. ***Use single-line requisition cancellation procedures to cancel requisitions*** not required. When time is insufficient to effect single-line cancellations, ***use the*** mass ***or universal*** cancellation procedures under Chapter 8. ***Universal*** cancellation procedures do not provide for continuation of requisitions for shipment to a new location site.

C10.4.3. Disposition of Inventory

C10.4.3.1. ***Time-Phased Closing Schedule.*** The activity being closed ***will*** develop a time-phased schedule to transfer mission-essential property to the new mission location(s). The schedule ***will*** plan the movement of such property at the earliest date without impairing mission capability prior to the transfer. ***Transfer mission***-essential property to the new location***(s)*** after transfer of the mission only in those circumstances where mission-essential items are required, up to and including the last day prior to the mission transfer.

C10.4.3.2. ***Review of Non-Mission-Essential Items.*** In actions involving an installation closure, ***review and process*** all non-mission-essential items under the provisions of DoD Directive 5410.12, "Economic Adjustment Assistance to Defense-Impacted Communities", July 5, 2006. ***Begin*** initial review of installation-owned items under the provision of DoD D***irective*** 5410.12 immediately upon completion of the inventory, including items identified as no longer required and items identified as being necessary for operation of the installation prior to closure. ***Using these item lists as***

***the basis, make*** preliminary identification of related personal property as defined by DoD D***irective*** 5410.12.

C10.4.3.3. ***Review of Host Country Agreements.*** In actions involving the closure of OCONUS installations, ***review and process*** all items that are not mission-essential and/or ***items that*** will not be transferred with the activity under agreements between the United States and the host country. ***Begin the*** review immediately upon completion of the inventory, including ***those*** items identified as necessary for installation operations prior to closure.

C10.4.3.4. ***Reporting Excess Materiel.*** Immediately upon completion of the inventory and, if time permits, not less than six months prior to the announced date of closure, ***report to the appropriate ICP/IMM under Chapter 9 procedures*** all property identified as no longer needed by the installation and not included in the preliminary list of related personal property. ***Do not report excess property to GSA under Chapter 9 procedures; disposition of property that would normally apply to GSA should be redistributed per Service guidance, or alternatively, revert to normal excess/surplus/donation processes.***

C10.4.3.5. ***Stratification of Property for Installation Operations.*** ***Stratify all*** property that is not mission-essential***,*** but is required to operate the installation for all or a portion of the time remaining until closure, and is not included in the preliminary list of related personal property. ***Stratify items*** in ***date*** order ***when they will*** become excess to operational needs. Sixty ***calendar*** days prior to the date that each item become***s*** excess, ***report*** the items to the ICP/IMM under ***Chapter 9*** procedures.

C10.4.3.6. ***Reporting Personal Property Items.*** ***Report items*** identified as related personal property (***See*** C10.3.***6***.) to the ICP/IMM using ***the Customer Asset Report*** (DIC FTE***)*** and ***cite*** Project Code 3QQ. Project Code 3QQ informs the ICP/IMM that the item has been placed on the preliminary inventory of related personal property designated to be transferred to the local community at the time of installation closure. If there is a DoD requirement, ***delete*** the item(s) from the inventory of related personal property. ***Do not report related*** personal property to GSA under materiel returns program (MRP) procedures.

C10.4.3.7. ***Processing Excess Materiel***. ***When items*** that have been reported to ICPs/IMMs as no longer needed under the above guidance and ***Chapter 9*** procedures and for which the ICPs/IMMs have indicated a requirement***,*** process ***those items*** using ICP/IMM materiel return instructions.

C10.4.3.8. ***Excess Item Disposal***. All items reported to the ICPs/IMMs as no longer needed and for which the ICPs/IMMs provided ***a Reply to Customer Asset Report (DIC FTR) citing S***upply ***S***tatus ***Code TC***, plus items that are not reportable to ICPs/IMMs (***e.g.***, locally purchased non-national stock number (NSN) items) ***will*** be disposed under ***DoD Component*** procedures. All items identified as related personal property (See C10.3.***6***.) and for which there is no DoD requirement ***will*** remain with the installation.

C10.4.3.9. ***Inactive NSNs.*** Distribution centers having obsolete or inactive coded NSNs on record ***(items*** without an ***active*** item manager record***)***, ***will*** locally prepare a DRO (DIC A5J) ***citing Utilization C***ode M.

## C10.5 PROCEDURES ***FOR THE*** INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER

C10.5.1. ICPs/IMMs ***will*** process customer asset reports (DIC FTEs) for property received ***resulting from*** installation closure using ***Chapter 9*** procedures. ICPs/IMMs ***will*** not direct ***the*** return of related personal property identified by Project Code 3QQ unless the item is required to meet an approved force acquisition objective and/or approved prepositioned war reserve requirement.

C10.5.2. When appropriate, ICPs/IMMs ***will*** direct disposal of materiel resulting from base realignment and closure (BRAC) under ***DLM 4000.25, Volume 2, Chapter 16*** procedures for directing materiel to DLA Disposition Services. The resulting DRO (DIC A5J) ***will cite Utilization C***ode M.

# C11. CHAPTER 11

# CONTRACTOR ACCESS TO GOVERNMENT SOURCES OF SUPPLY

C11.1. GENERAL

C11.1.1. Purpose. This chapter prescribes policies and procedures for requisitioning GFM by or for contractors from the DoD Supply System. These procedures establish guidelines for requisitioners, authorized contractors and Services/Agencies (S/As) to obtain GFM from DoD inventories to fulfill contract requirements.[1] These procedures also support the use of MILSTRIP requisitioning by authorized contractors to obtain materiel from Government supply sources to be used as contractor-furnished materiel (CFM) under controls established by the authorizing Component and as specified in this chapter. Basic MILSTRIP requisitioning procedures are documented in DLM 4000.25-1, Chapter 2; those procedures are augmented by this chapter to identify additional requirements associated with GFM and CFM.

C11.1.2. Transactions. This chapter addresses the procedures to the following MILSTRIP legacy 80 record position transactions.

C11.1.2.1. The Requisition Transaction is identified by the DIC A01, A02, A04, A05, A0A, A0B, A0D, and A0E.

C11.1.2.2. The Passing Order Transaction is identified by the DIC A31, A32, A34, A35, A3A, A3B, A3D, and A3E.

C11.1.2.3. The Referral Order Transaction is identified by the DIC A41, A42, A44, A45, A4A, A4B, A4D, and A4E.

C11.1.2.4. The Requisition Modification Transaction is identified by the DIC AM1, AM2, AM4, AM5, AMA, AMB, AMD, and AME.

C11.1.2.5. The Requisition Follow-Up Transaction is identified by the DIC AF1, AF2, AF3, AF4, AF5, AFC, AFY, AT1, AT2, AT4, AT5, ATA, ATB, ATD, and ATE.

C11.1.2.6. Reserved.

C11.1.2.7. Reserved.

C11.1.2.8. The MCA Validation Request is identified by the DIC AX1.

C11.1.2.9. The MCA Validation Response is identified by the DIC AX2.

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[1] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to Approved MILSTRIP Change Letter (AMCL) 1A.

C11.1.2.10. The Supply Status Transaction is identified by the DIC AE1, AE2, AE3, AE8, AE9, AEA, AEB, AED, and AEE.

C11.1.2.11. The Requisition Cancellation Transaction is identified by the DIC AC1, AC2, AC3, AC4, and AC5.

C11.1.2.12. The Follow-Up on Requisition Cancellation Request Transaction is identified by the DIC AK1, AK2, AK3, AK4, AK5.

C11.1.2.13. The Shipment Status Transaction is identified by the DIC AS1, AS2, AS3, AS8, AU1, AU2, AU3, and AU8.

C11.1.2.14. The Materiel Obligation Validation Request Transaction is identified by the DIC AN1, AN2, AN3, AN4, AN5, AN9, and ANZ.

C11.1.2.15 The Materiel Obligation Validation Response Transaction is identified by the DIC AP1, AP2, AP3, AP4, AP5, AP8, AP9, APR, and APX.

C11.1.2.16. The Post-Post Requisition/Referral Order Transaction identified by the DLMS 511R by beginning segment (1/BR02/020 Code A0 or BM) with Action Code J. This transaction provides the functionality of legacy DIC C0A, C01, CQA, CQ1, or comparable Component-unique DIC.

C11.1.2.17. The Requisition/Referral Order Image Transaction identified by the DLMS 511R by beginning segment (1/BR02/020 Code A0 or BM) with Action Code FI. This transaction provides the functionality of legacy DIC CHA, CH1, or comparable Component-unique DIC.

C11.1.3. Establishing a Management Control Activity. The S/As must assign a unique routing identifier code (RIC) and distribution code to each management control activity (MCA) validating GFM and CFM requisitions.

C11.1.4. Violations. Any attempt to circumvent MCA validation requirements is sufficient cause to refer the violation to the appropriate criminal investigating activity to determine possible fraud, waste, and abuse. The sponsoring Service/Agency must refer all violations to criminal investigators and the monitoring MCA based on reports of rejected transactions or violations discovered during the post validation process.

## C11.2. APPLICABILITY

C11.2.1. These procedures apply to all contractors and all S/A activities requisitioning GFM or CFM from DoD sources of supply.

C11.2.1. Ammunition production is excluded from GFM control.

C11.3. PREPARATION OF REQUISITIONS AND RELATED TRANSACTIONS FOR GOVERNMENT MATERIEL FURNISHED TO CONTRACTORS

C11.3.1. Requisition Initiation. Requisitions for GFM may be initiated by the responsible S/A or, subject to the terms of the contract, by contractors. Requisitions for GFM will be prepared and initially submitted by GFM requisitioners, both contractors and S/As, using MILSTRIP transaction formats to the S/A MCA designated for monitoring the contract. Transmission through the Defense Automatic Addressing System (DAAS) will be utilized to the extent practical.

C11.3.2. Identifying Requisitions for GFM Controls. Requisitions and associated transactions containing an S/A code designated for contractors, as specified in Appendix AP2.2 (Department of Defense activity address code (DoDAAC) in the document number or ship-to DoDAAC), will be processed under GFM controls and restrictions except when the signal and fund codes indicate that the issue will be for CFM with contractor reimbursement by other than an Army contractor. All Army contractor requisitions and associated transactions must be processed under GFM controls.

C11.3.3. Required Information. In addition to normal requisition data, GFM requisitions, including Referral and Passing Orders will contain the following:

C11.3.3.1. RIC of the MCA monitoring the contract, rp 4-6.

C11.3.3.2. For contractor generated requisitions, contractor DoDAAC, rp 30-35.

C11.3.3.3. For S/A generated requisitions for GFM, contractor ship-to DoDAAC, rp 45-50.

C11.3.3.4. When applicable, a signal code to indicate issue without reimbursement, rp 51.

C11.3.3.5. When applicable, a fund code to indicate issue without reimbursement, rp 52-53.

C11.3.3.6. Contract Information. All GFM requisitions for or by contractors must identify appropriate contract data as required.

C11.3.3.6.1. The last eight positions of the ***procurement instrument identifier (PIID)***[2] is mandatory in rp 73-80. ***When GFM is authorized under a PIID call/order number (F in 9th position), provide the value in the PIID field.***

C11.3.3.6.2. When applicable, the ***legacy*** *call/order* number ***is*** in rp 69-72. ***Leave blank when the call/order number is the PIID with 'F' in the 9th position.***

***[2] Use the legacy PIIN pending transition to the PIID. When using the PIIN, may include the four-position call/order number. Refer to ADC 11611***

C11.3.3.6.3. Reserved.

C11.3.3.6.4. At the option of the S/A, a manufacturing directive number (MDN), rp 54-56

C11.3.3.7. GFM non-national stock number (NSN) requisitions are identified with an E in rp 68; the call/order number, if appropriate, in rp 69-72; and the last eight positions of the ***PIID*** in rp 73-80 (the MDN is optional).

C11.4. <u>SUBMISSION OF GOVERNMENT-FURNISHED MATERIEL REQUISITIONS AND RELATED TRANSACTIONS</u>

C11.4.1. Frequency of submitting GFM requisitions is the prerogative of the requisitioner. GFM requisitions will be submitted, when necessary, to meet contract requirements.

C11.4.2. Initiating activities must submit all GFM requisitions (DIC A0_) and associated GFM transactions, regardless of origin (such as contractor or S/A initiated) to the appropriate S/A MCA for validation.

C11.4.3. After validating the GFM requisitions, the MCA forwards validated requisitions to the inventory control point (ICP). The MCA may pass transactions internally when the MCA and ICP are collocated. The MCA will send the transactions via DAAS when the MCA and ICP are not collocated. In those instances where a Component is performing the procurement/contract writing for another Component that includes the authorization for a contractor to order or receive GFM (or Army CFM), the Component providing the procurement/contracting service and the Component requesting the contract will coordinate efforts to ensure that the requesting Component’s MCA has access to the necessary contract and applicable contract modification information to perform its management control and accountability functions over Government supply system materiel access.

C11.4.4. Modifier transactions are authorized for GFM requisitions only to modify the project code, priority designator (PD), advice code, and the required delivery date (RDD). Modifiers may not be used to change the ship-to/bill-to information. Modifiers are subject to GFM controls and validation procedures.

C11.5. <u>MANAGEMENT CONTROL ACTIVITY PROCESSING OF GOVERNMENT-FURNISHED MATERIEL REQUISITIONS AND RELATED TRANSACTIONS</u>

C11.5.1. The MCA must receive and validate GFM Requisitions, Passing Orders, Referral Orders, Requisition Follow-Ups (DIC AT_), and Requisition Modifiers, based on the criteria furnished by procurement/contracting offices and as indicated in Table C11.T1. The MCA will make changes, reject, or continue the processing action on the GFM transactions. The MCA may also receive Supply Status, Shipment Status, Materiel Obligation Validation transactions, Requisition Follow-Ups (DICs AF_), and Requisition Cancellations, and Follow-Ups on Requisition Cancellation Requests. All other DICs received by the MCA must be rejected with Status Code CR.

C11.5.2. The MCA will maintain requisition history files to serve as an auditable record of GFM transactions. In addition, the MCA will generate reports as required by DoDM 4140.01, "DoD Supply Chain Materiel Management Procedures", February 10, 2014.

C11.5.3. Under emergency conditions, such as a potential contract work stoppage, the MCA may receive telephonic requisitions, with PDs 01-08, for GFM. When this occurs, the MCA may telephone the requisitions to the appropriate source of supply (SoS) and validate the requirements afterward. Additionally, if the requisition is processed as a post-post action and, therefore, bypassed MCA validation prior to order fulfillment, the SoS retains responsibility for ensuring MCA validation is accomplished***.*** If the post validation process reveals that the requisitioner is not authorized GFM, the following actions must be taken:

C11.5.3.1. Submit cancellation requests to the appropriate SoS for any unshipped materiel.

C11.5.3.2. Advise the appropriate criminal-investigating agency for determination of fraud waste, and abuse.

C11.5.4. Upon completion of the validation process, the MCA will identify itself as the RIC-From organization in the transaction, make the following changes and forward the requisitions, or internal requisition transactions (optional only when the MCA and SoS are collocated in the same system), cancellations, follow-ups, requisition modifiers, passing orders, or referral orders to the applicable SoS through DAAS:

C11.5.4.1. Insert the RIC-To of the SoS,

C11.5.4.2. Insert the distribution code of the MCA validating the transaction.

C11.5.4.3. Where required by the Component, the MCA may also perpetuate the MDN consisting of the MCAs distribution code and two other alpha/numeric characters as assigned.

C11.5.4.4. Delete the data in rp 69-80.

C11.5.5. MCAs in receipt of MCA Validation Request transactions will validate the data contained therein. This validation process must be completed and a***n*** MCA Validation Request transaction created and forwarded to the applicable SoS within 15 days of receipt of the MCA Validation Request transaction. The results of the validation will be documented in the MCA Validation Response as follows:

C11.5.5.1. If the requisition has been previously validated, cite Advice Code 2M.

C11.5.5.2. If the requisition has not been previously validated and the call/order number/***PIID*** (or MDN, if required by the Component in addition to the call/order number/***PIID***) is not present, cite Advice Code 2U.

C11.5.5.3. If the requisition has not been previously validated and the call/order number/***PIID*** is present, validate the data elements as indicated in Table C11.T1, and generate the MCA Validation Response transaction as follows:

C11.5.5.3.1. If the validation process reveals that the contract is not valid, respond with Advice Code 2U.

C11.5.5.3.2. If the validation process reveals that the requested quantity exceeds the contract authorized quantity, respond with Advice Code 2R and indicate the quantity approved for issue.

C11.5.5.3.3. If the validation process reveals that the requested quantity exceeds the contract authorized quantity, respond with Advice Code 2Q and indicate the total quantity is disapproved for issue.

C11.5.5.3.4. If the validation process reveals that the requested item, or contractor, is not authorized GFM under a valid contract, respond with Advice Code 2V.

C11.5.5.3.5. If the validation process reveals that the requested item is authorized, respond with Advice Code 2M.

C11.5.6. MCAs in receipt Supply Status with Status Code BF from the SoS will review for establishment of a valid requisition. If a valid requisition exists, Requisition Follow-Up (DIC AT_) transaction will be generated. If a valid requisition does not exist, a report will be generated for internal review. Subsequent receipt of a valid requisition will be processed under the procedures/validation process indicated in Table C11.T1.

Table C11.T1. MCA Validation Process for GFM Transactions

| CODE OR DATA ELEMENT | VALIDATION OF ENTRY |
|---|---|
| Document Identifier Code | If Requisition, Referral or Passing Order (DIC A01, A02, A04, A05, A0A, A0B, A0D, A0E, A3_, A4_), Requisition Modification (AM_) (for RDD, project code PD, or advice code), Requisition Follow-Up (DIC AT_) continue the MCA validation.<br>Post-post requisition/referral order transactions must contain relevant contract data, but MCA validation occurs subsequent to order fulfillment. |
| Stock Number | Verify item requisitioned against a valid contract to determine authority for issue to the contractor. If blank, incorrect, or not authorized, reject with Status Code DN. |
| Unit of Issue | Validate the unit of issue in conjunction with the quantity to ensure that the requisitioned quantity does not exceed the authorized quantity. If quantity is excessive, see validation of quantity field. (Note: If a change of unit pack has occurred, appropriate adjustment should be made for authorized quantity.) |
| Quantity | If ordered item is authorized by contract, verify the quantity. If blank or invalid, reject with Status Code CD. If the requisitioned quantity exceeds the remaining authorized quantity, reject the quantity exceeding the authorized quantity with Status Code DJ. If authorized |

Table C11.T1. MCA Validation Process for GFM Transactions

| CODE OR DATA ELEMENT | VALIDATION OF ENTRY |
|---|---|
| | quantity has been exhausted by previous requisition(s), reject total requisitioned quantity with Status Code DQ. |
| Requisitioner | If blank or incorrect, discard. If not authorized, reject with Status Code DN. |
| Document Number | If blank or incorrect, reject with Status Code CD. |
| Supplementary Address | If contractor DoDAAC, and affected by signal code, and incorrect or not authorized, reject with Status Code DN. |
| Signal and Fund | If signal and fund codes indicate issues without contractor reimbursement, process as GFM; otherwise, consider as CFM. CFM requisitions, except for Army, are not subject to MCA review.[3] |
| Manufacturer's Directive Number | If the MDN option is required by the Component and the MDN equates to a valid contract number, validate; otherwise, reject with Status Code DB. |
| Call Order Number | If specified by S/A contract, and entry is blank or incorrect, reject with Status Code DB. |
| Last eight positions of the ***Procurement Instrument Identifier*** | If blank, or contract is not on MCA file, or contract has expired, reject with Status Code DB. (The last eight positions of the ***PIID*** are mandatory.)<br><br>***When GFM is authorized under a PIID call/order number (F in 9th position), provide the last eight positions of the PIID call/order value in the PIID field*** |

C11.6. <u>SOURCE OF SUPPLY PROCESSING OF GOVERNMENT-FURNISHED MATERIEL REQUISITIONS AND RELATED TRANSACTIONS</u>

C11.6.1. An SoS receiving GFM requisitions, requisition modifiers, passing orders, referral orders, requisition follow-ups, and requisition cancellations, regardless of the method of transmission, will process such transactions under GFM procedures. A SoS in receipt of GFM requisitions for items not managed by their activities will reject the requisitions with Status Code CH. The SoS will edit the GFM transactions for the prescribed data elements and codes and correct, continue processing actions, or provide the appropriate reject status.

C11.6.2. The SoS will validate all GFM transactions. A SoS in receipt of requisitions, passing orders, referral orders, requisition modifiers, or requisition follow-ups being treated as requisitions, containing a contractor's Service/Agency code under Appendix AP2.2, will perform the SoS/MCA validation process. (The SoS /MCA validation process is not required when an internal requisition transaction is received from a collocated MCA in the same system. However, the SoS must have safeguards

[3] Staggered implementation authorized; refer to ADC 1123. Pending implementation by all Services and Agencies, Army contractor requisitions for CFM will be forwarded for MCA validation except as noted in paragraphs C11.7.5. (for Army retail) and C11.8.2. (for use of the DAAS CFM Authorized Materiel Table).

in place to ensure that only internal transactions generated by the collocated MCA are accepted/processed.)

C11.6.3. Under emergency conditions, the SoS may receive telephonic requisitions (PD 01-08) from the MCA or requisitioner. The SoS may process these requisitions for immediate supply action. Subsequent to taking immediate supply action; the MCA validation process will be performed. If the MCA Validation Response is not received within 15 days of the MCA Validation Request or the advice code indicates that the transaction is not authorized, refer the incident to the appropriate criminal-investigating agency.

C11.6.4. The SoS/MCA validation process is as follows:

C11.6.4.1. For each GFM requisition or transaction that is treated as a requisition, the SoS will employ one of the following options:

C11.6.4.1.1. Create and forward an MCA Validation Request to the MCA identified by RIC or distribution code in the requisitioners transaction. If the MCA RIC and distribution code are blank or invalid reject with Status Code CL.

C11.6.4.1.1.1. If the requisitioner's transaction contains a distribution code but no MCA RIC, DLMS compliant sources of supply will use a DLMS enhancement to address the MCA Validation Request to the Defense Automatic Addressing System (DAAS). DAAS (RIC SGA) will be identified as the RIC-To.

C11.6.4.1.1.2. DAAS will convert the Distribution Code to the appropriate RIC (or DoDAAC) for transmission to the MCA.

C11.6.4.1.2. Create and forward an MCA Validation Request to DAAS regardless of RIC or distribution code contained in the requisitioners transaction. DAAS will perform edits regarding validity of the data.

C11.6.4.1.3. Use a combination of the above options: one for intra-Component transactions and one for inter-Component transactions.

C11.6.4.2. Suspend further supply support action on the requisitioners transaction pending receipt of the MCA Validation Response or until 15 days have elapsed from the date of the MCA Validation Request, whichever occurs first.

C11.6.4.3. If the MCA Validation Response is not received and 15 days have elapsed, reject the requisitioners transaction with Status Code DR.

C11.6.4.4. Upon receipt of the MCA Validation Response, the SoS will process the suspended transaction using instructions provided by the advice/status code.

C11.6.4.4.1. If the Advice Code is 2U with Status Code DB.

C11.6.4.4.2. If the Advice Code is 2R, process for the approved quantity indicated in the MCA Validation Response. Reject the quantity difference between the suspended transaction and the MCA Validation Response with Status Code DJ.

C11.6.4.4.3. If the Advice Code is 2Q, reject with Status Code DQ.

C11.6.4.4.4. If the Status Code is CL, reject with Status Code CL.

C11.6.4.4.5. If the Advice Code is 2V, reject with Status Code DN.

C11.6.4.4.6. If the Advice Code is 2M, process under applicable SoS procedures.

C11.6.4.4.7. If the advice/status code is blank or invalid, reject with Status Code DR.

C11.6.4.5. If an MCA Validation Response is received and there is a record of the requisition but an MCA Validation Request has not been submitted, discard the MCA Validation Response and generate an MCA Validation Request to initiate the process.

C11.6.4.6. If an MCA Validation Response is received, and there is no record of the requisition, generate a Supply Status with Status Code BF.

C11.6.5. Follow-ups will be processed to determine the current status of previously submitted requisitions or cancellation requests. Time standards for dispatching status in reply to follow-ups are as indicated in Chapter 3, Paragraph C3.21.

C11.6.6. Requisition/referral order image transactions provided to DAAS for visibility/record history must contain GFM/CFM contract data as applicable.

## C11.7. DEFENSE AUTOMATIC ADDRESSING SYSTEM PROCESSING OF GOVERNMENT-FURNISHED MATERIEL TRANSACTIONS

C11.7.1. DAAS will pass all GFM requisitions and related transactions to the identified MCA using the MCA RIC or the distribution code provided in the transaction. If the RIC and the distribution code do not identify an established MCA, reject with Status Code CL.

C11.7.2. DAAS will pass all MCA Validation Requests to the identified MCA using the MCA RIC or distribution code provided in the transaction. If the MCA is invalid, generate an MCA Validation Response with Status Code CL to the SoS. If the MCA Validation Request does not include the MCA RIC, DAAS will populate the MCA RIC (or DoDAAC) based upon the distribution code and forward the transaction accordingly.

C11.7.3. DAAS will pass all MCA Validation Responses to the SoS.

C11.7.4. Reserved

C11.7.5. DAAS Special Processing for Army.[4,5] Pending implementation of MCA procedures in Army systems, DAAS will assist the Army by performing the MCA Validation Requests/Response requirement for the Army wholesale MCAs and recording all transactions into a history file for eventual processing to the appropriate MCA using the following procedures:

C11.7.5.1. Process all Army contractor identified requisitions (DIC A0_) with the below listed first two positions of the DoDAAC in the document number or ship-to DoDAAC to the applicable Army MCA. Contractor requisitions with other than the DoDAAC entries indicated are considered Army retail and will be routed to the proper SoS with the DAAS RIC SGA or SHA identified as the MCA.

C11.7.5.1.1. If the first two positions of the document number or ship-to DoDAAC are CB, pass to RIC A81 (TACOM MCA)

C11.7.5.1.2. If the first two positions of the document number or ship-to DoDAAC are CL, pass to RIC A82 (AMCOM MCA).

C11.7.5.1.3. If the first two positions of the document number or ship-to DoDAAC are CG, pass to RIC A83 (CECOM MCA).

C11.7.5.1.4. If the first two positions of the document number or ship-to DoDAAC are CM, pass to RIC A84 (TACOM MCA).

C11.7.5.1.5. If the first two positions of the document number or ship-to DoDAAC are CK, pass to RIC A85 (TACOM MCA).

C11.7.5.1.6. If the first two positions of the document number or ship-to DoDAAC are CH, pass to RIC A86 (AMCOM MCA).

C11.7.5.2. For Requisition Modification and Requisition Follow-Up transactions, containing a valid MCA distribution code as identified below, the DAAS RIC SGA or SHA will be entered into the MCA field and routed to the appropriate SoS. If a valid MCA is not identified and the transaction contains the entries cited above in the first two positions of the document number or ship-to DoDAAC, the transaction will be passed to the appropriate MCA. If none of these conditions apply, the transaction will be considered retail and be routed to the appropriate SoS with the DAAS RIC SGA or SHA entered into the MCA field. The following are valid MCA Distribution Codes:

C11.7.5.2.1. I (India) - TACOM MCA

C11.7.5.2.2. L (Lima) - AMCOM MCA

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[4] Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.
[5] DAAS special processing for Army to be terminated upon full implementation of MCA validation. Refer to ADC 1123.

C11.7.5.2.3. P (Papa) - CECOM MCA

C11.7.5.2.4. S (Sierra) - TACOM MCA

C11.7.5.2.5. Y (Yankee) - TACOM MCA

C11.7.5.2.6. E (Echo) - AMCOM – MCA

C11.7.5.2.7. 8 (Eight) - USACEA MCA

C11.7.5.3. Upon receipt of an MCA Validation Request transaction, an MCA Validation Response transaction will be generated with Status Code 2M and returned to the RIC of the SoS submitting the MCA Validation Request transaction.

## C11.8. CONTRACTOR REQUISITIONS FOR CONTRACTOR-FURNISHED MATERIEL

C11.8.1. Requisitions for materiel from a Government SoS for shipment to contractors that identify the contractor as the bill-to activity are subject to MILSTRIP MCA controls, pending full implementation by Services/Agencies, this requirement must be applied to Army contractor requisitions and may be applied to other Services/Agencies as this functionality is adopted within SoS systems.[6] DAAS will validate transactions for Army contractor requisitions of CFM for those items that contractors are authorized to requisition as CFM as specified in this chapter, and for nonwholesale level supply as designated by the contractor-series DoDAAC. Pending full implementation of MCA validation for CFM, DoD Components will establish appropriate procedures for oversight of CFM requisitions in accordance with the Federal Acquisition Regulation. To support staggered implementation of full CFM validation, DoD Components authorizing CFM will advise contractors to construct requisitions using required data content comparable to GFM requisitions.[7]

C11.8.2. DAAS Processing of CFM Transactions. The process described in this paragraph provides mandatory CFM controls for CFM requisitions where the bill-to activity, as identified in the requisition, is an Army contractor and the SoS is DLA. Upon full implementation of MCA validation for CFM, the following special DAAS processing procedures will be terminated; CFM will be validated in the same manner as GFM.[8]

C11.8.2.1. DAAS will maintain a list of Service/Agency authorized contractor DoDAACs and the associated NSNs/DoD-managed part numbers for which these contractors may submit CFM requisitions on a CFM Authorized Materiel Table for use in validating requisitions regardless of method of payment.

[6] Staggered implementation authorized; refer to ADC 1123.
[7] CFM requisitions are required to have data content comparable to GFM requisitions by January 1, 2017. Refer to ADC 1123.
[8] Refer to ADC 1123.

C11.8.2.2. CFM contractor transactions that match the CFM Authorized Materiel Table by DoDAAC, but do not match by NSN or part number will be rejected with Status Code CL; requisitions that match on DoDAAC and NSN/part number will be processed as valid.

C11.8.2.3. DAAS will enter the DAAS RIC SGA or SHA as the validating MCA.

C11.8.2.4. DAAS will perform the MCA Validation Request/Response validation requirement for authorized CFM requisitions that match the CFM Authorized Materiel Table.

C11.8.2.5. DAAS will furnish CFM reports upon request for use by the contracting officer in verifying that quantities ordered are within the contract allowance.

C11.8.2.6. Army contractor requisitions that do not match the CFM Authorized Materiel Table will be processed by DAAS under the MCA waiver exception process or passed to the applicable MCA as described in C11.7.5.

C11.8.2.7. For DLA CFM, DAAS processing will be as identified in C11.8.3.

C11.8.2.8. CFM requisitions for other Service contractors will be passed to the appropriate SoS.[9]

C11.8.2.9. NSNs listed in the CFM Authorized Materiel table may be modified over the course of this agreement when the appropriate Army contracting officer provides such authority. Updates to the authorized list will be collected, consolidated into one Microsoft Excel file by the designated DLA Lead Center point of contact with proof of Army Contracting Officer concurrence and provided to headquarters DLA Army Performance Based Logistics (PBL) action officer. DLA will coordinate updates to individual contractor lists with DLA DoD EMall and DAAS on a monthly basis. To optimize program changes, all additions to Army partnership lists will be made during an agreed-to monthly time-frame between DLA and support entities.

C11.8.3. <u>Defense Automaic Addressing System (DAAS) Processing of DLA CFM Transactions</u>

C11.8.3.1. DAAS is required to edit all incoming requisition, requisition modification, and requisition follow-up transactions containing a U-series contractor DoDAAC as the bill-to activity, to ensure the transaction contains a valid DLA MCA. If the transaction does not contain a valid DLA MCA, DAAS will reject the transaction using status code CL.

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[9] Staggered implementation is authorized for Service generation of outgoing requests for MCA validation for CFM. In order to support staggered implementation, Services must be able to respond to incoming requests for MCA validation beginning January 1, 2017. Refer to ADC 1123.

C11.8.3.2. If the transaction contains a valid DLA MCA, DAAS will route/pass the transaction based upon established DAAS rules to the appropriate SoS for further processing.

C11.9. PREPARATION OF DOD EMALL REQUISITIONS BY CONTRACTORS.[10]

C11.9.1. Account Setup. Authorized contractors may establish DoD EMALL accounts to facilitate materiel requisition submissions. To register, go to the DoD EMALL site and click on "New User Registration", under "Self Help". Access to DoD EMALL is fully Common Access Card (CAC)/Public Key Infrastructure (PKI) enforced. Details of the access requirements are listed on the registration pages of the EMALL site. Prior to establishing the account, the applicable contracting officer must ensure that the contractor is authorized access to Government supply sources and must agree to review monthly or quarterly reports prepared by the DoD EMALL monitoring contractor activity. The applicable contracting officer must also provide a list of approved NSN/part numbers associated with each account/contractor DoDAAC for Army authorized CFM. Pending full implementation of MCA validation for CFM, Army contractors requisitioning from DoD supply sources will be processed under MCA validation controls.

C11.9.2. Contractor GFM/CFM Validations. DoD EMALL will validate that contractors are authorized to purchase materiel from DoD supply sources as a prerequisite for submission of EMALL orders.

C11.9.2.1. DoD EMALL requisitions for GFM will be subjected to prescribed rules for MCA controls within DoD EMALL or within DAAS.

C11.9.2.2. DoD EMALL CFM requisitions indicating corporate credit card method of payment are subject to special processing controls as described in C11.9.3.

C11.9.2.3. Additionally, CFM requisitions for Army authorized contractors will be validated to ensure that requisitioned NSNs or DoD managed part numbers are authorized regardless of the method of payment under CFM controls.

C11.9.3. Corporate Credit Card Usage.

C11.9.3.1. The DoD EMALL program office will identify to DAAS all contractors authorized access to Government materiel for purchase as CFM using a corporate credit card as the method of payment.

C11.9.3.2. DAAS will maintain these DoDAACs as an authorized contractor edit table (referenced hereafter as the DoD EMALL CFM Table) to be employed during initial processing and for MCA Validation Request processing.

[10] Special processing unique to validation of contractor requisitions submitted via DoD EMALL will be terminated upon full implementation of MCA validation. Staggered implementation authorized. Refer to ADC 1123.

C11.9.4. Corporate Credit Card CFM Purchases and DAAS Processing. DoD EMALL requisitions for shipment to contractors using corporate credit card payment are assigned Signal Code B, Fund Code XP, and the ship-to DoDAAC perpetuated to the supplementary address of the DoD EMALL DoDAAC (SP5200 or SC4210). This configuration identifies a Government DoDAAC as the bill-to activity, thereby triggering DAAS and the DoD Component SoS processing systems to misinterpret such transactions as GFM requisitions.

C11.9.4.1. DAAS will validate these transactions against existing GFM edits and the DoD EMALL CFM Table to determine appropriate action.

C11.9.4.2. If the contractor requisition does not contain a valid MCA identification code and the DoDAAC is not listed in the DoD EMALL CFM Table, DAAS will reject with Status Code CL.

C11.9.4.3. If an MCA is identified by either a distribution code or a RIC, DAAS will forward the requisition to the SoS.

C11.9.4.3.1. The SoS will submit an MCA Validation Request to DAAS for validation following GFM MCA procedures (including Army CFM).

C11.9.4.3.2. DAAS will recognize the EMALL supplementary address and again employ existing GFM edits and the DoD EMALL CFM Table to take appropriate action.

C11.9.4.3.3. If the validation using the DoD EMALL CFM Table identifies the contractor DoDAAC as authorized by the contracting officer for ordering CFM using corporate credit cards, then DAAS will validate the requisition and respond to the SoS with an MCA Validation Response using Advice Code 2M indicating that the requisition is valid. The SoS will continue processing.

C11.9.4.3.4. If the contractor DoDAAC is not contained on the DoD EMALL CFM Table, but the requisition contains a valid MCA code, then DAAS will forward the MCA Validation Request to the MCA for validation.

C11.9.4.3.5. If the contractor DoDAAC is not contained on the DoD EMALL CFM Table or does not match the CFM Authorized Materiel Table, when applicable, and the requisition does not contain a valid MCA code, then DAAS will provide an MCA Validation Response with Status Code CL indicating that the transaction is invalid. The SoS will reject the requisition.

C11.9.4.4. For DLA contractor credit card purchases (identified by a DLA-assigned U-series DoDAAC in the document number), DAAS processing rules will be as described in this paragraph, except that the requisition will be validated against the DLA ICP MCA Table.

C11.9.5. DoD EMALL Reports. To support DoD requirements for oversight of materiel sold to contractors, the DoD EMALL program office will provide reports to

monitor contractor activity. For contracts having a maximum total dollar ceiling, a DoD EMALL report will be provided to the contracting officer when the cumulative value of CFM ordered reaches 80 percent of the ceiling.

C11.10. INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER-DIRECTED SHIPMENT OF NONREQUISITIONED GOVERNMENT-FURNISHED MATERIEL BASED ON A BILL OF MATERIEL

C11.10.1. ICP/integrated materiel manager (IMM)-directed shipments of GFM may be managed through the use of a bill of materiel (BOM) as identified under the terms of the DoD contract. In this context, the BOM identifies the raw material/component parts needed to assemble/manufacture/repair the end item or final product. Based on the unit of allowance, the number/amount of GFM component materiel needed to accommodate the total number of end items to be manufactured/assembled/ repaired on a specific contract/purchase order may be calculated and provided. This procedure eliminates the need for separate GFM requisitions for the component materiel and subsequent MILSTRIP MCA validation. Instead, this process allows the ICP/IMM to push the materiel to the contractor as required by schedule and /or usage.

C11.10.2. Upon contract award for production of an end item or final product, the BOM becomes the basis for determining the quantity of GFM required by the contractor. These deliveries will only include stocked raw material/component parts that the Government provides at no separate charge to the contractor for assembly/ manufacture of the end item/final product. Under this process, the ICP/IMM will use internal control procedures to monitor consumption of raw material/component parts against the receipt of items awarded by contract.

C11.10.3. The ICP/IMM will prepare materiel release orders for stock shipment using document numbers based upon a DLA-established DoDAAC. The ship-to location cited in the release order will identify the contractor DoDAAC authorized to receive GFM. The storage activity will provide shipment confirmation to the ICP/IMM for monitoring GFM shipments and will prepare shipment status. For contractors without capability to accept legacy 80 record position/DLMS transactions, status of the GFM component delivery will be provided upon request by the contractor. The assembled/ manufactured end items may be shipped directly to customers or shipped to a storage location for future use.

C11.10.4. Use of the above business process does not relieve the ICP/IMM from management reporting requirements required by DoD 4140.01, DoD Supply Chain Materiel Management Procedures. Materiel Receipt Acknowledgement is required for GFM, including pushed shipments, under MILSTRAP procedures.

C11.10.5. This process is discretionary and may not be applicable to all commodities and contracts requiring GFM. This process may only be used to support GFM requirements satisfied by the DoD Component issuing the contract (that is, by design, it does not support inter-Component materiel support).

# AP1. APPENDIX 1

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# AP1.1. APPENDIX 1.1

## FORMS/MESSAGE FORMATS (INTRODUCTION)

AP 1.1.1. Requisitions may be transmitted using the CJCSI 5721.01E, The Defense Message System[1] and Associated Legacy Message Processing Systems, requirements. DLM 4000.25-1, Chapter C1, paragraph C1.7., describes methods used to transmit and receive requisition and requisition-related transactions. In addition, the specific forms and message formats[2] prescribed for use under MILSTRIP are described below.

AP1.1.2. MILSTRIP Message Requisition (AP1.8.) and Abbreviated MILSTRIP Message Supply Status (AP1.11)

AP1.1.2.1. The first line in the body of the message will contain the words “MILSTRIP REQUISITION.” Thereafter, each requisition will be numbered, commencing with number 1, and the first 66 positions of data (except for dividing slashes (/)) will be inserted. The basic requisition will consist of 18 separated field-lengths of data.

AP1.1.2.2. Below is a sample message requisition segmented and explained.

AP1.1.2.2.1. First Line: A0E/(DIC); XYS/(RIC); S/(M&S); 1224005123456/(stock or part number); EA/(unit of issue); 00015(quantity); ZY1234/(requisitioner); 1150/(ordinal date); 0112/(serial number); R/(demand); BLNK/(SUPADD); A/(signal).[3]

AP1.1.2.2.2. Second Line: 19/(fund); 089/(distribution); BLNK/(project); 03/(PD); 154 (RDD); 2B/(advice).[4]

AP1.1.2.3. Part number requisitions converted to message format are illustrated in AP1.13.

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[1]CJCS Directives Home Page – http://www.dtic.mil/cjcs_directives/

[2]Narrative messages shall only be used on an exception basis. When used, each transmission shall be limited to a maximum of seven transactions or the contents of a single page, whichever is greater. See chapter C1, paragraph C1.7.2.3., to obtain additional information regarding the use of narrative messages.

[3]When an element of data is not available, the field shall be recognized and entered as “BLNK.”

[4]Ibid.

AP1.1.3. MILSTRIP Message Follow-Up (AP1.9.).

AP1.1.3.1. Follow-up on requisitions may be transmitted electronically in the form of a formatted message or a narrative message when requesting status and improved estimated shipping date (ESD), under chapter 2.

AP1.1.3.2. The first line in the body of the message will contain the words "MILSTRIP FOLLOW-UPS." When requesting normal status, DICs AF1, AF2, and AF3 apply. When requesting an improved ESD, DIC AFC applies. Exception data, and additional wording will be omitted unless DIC AT_ is used. The DIC dictates action to be taken by the supply source, under chapter C3, and added comments or requests are not applicable since the narrative message is no more than one of the media of communications for submitting follow-ups.

AP1.1.3.3. Below is a sample narrative follow-up message segmented and explained:

AP1.1.3.3.1. First Line: AT5/(DIC); S/(M&S); 8305001234567/(stock or part number); EA/(unit of issue); 00040/(quantity); XTZ456/(requisitioner); 1250/(ordinal date); 0111/(serial number); R/(demand); BLNK/(SUPADD).[5]

AP1.1.3.3.2. Second Line: 12/(fund code); 089/(distribution code); BLNK/(project code); 02/(PD); 154/(RDD); 2B/(advice).[6]

AP1.1.4. Request for Supply Assistance. Requests for Supply Assistance are described under chapter C2 and illustrated in AP1.10. Paragraphs AP1.3.2 and AP1.3.3., above, also apply, except DIC AFC will always be used. This will ensure manual review and reply using chapters C3 and C4.

AP1.1.5. Message Cancellation

AP1.1.5.1. Cancellation of a requisition may be transmitted electronically in the form of a narrative message[7] under chapters C1 and C2.

AP1.1.5.2. The first line is the body of the message will contain the words "MILSTRIP CANCELLATION." Exception data, remarks, and additional verbiage will be omitted.

AP1.1.5.2.1. First Line: AC1/(DIC); FMI/(R); 2/(M&S); 8305001234567/(stock or part number); EA/(unit of issue); 00040/(quantity);

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[5] Ibid.

[6] Ibid.

[7] Narrative messages shall only be used on an exception basis. When used, each transmission shall be limited to a maximum of seven transactions or the contents of a single page, whichever is greater. See chapter C1, paragraph C1.7.2.3., to obtain additional information regarding the use of narrative messages.

FB2300/(requisitioner); 6265/(ordinal date); 0111/(serial number); R/)demand code); BLNK/(SUPADD); A/(signal).[8]

AP1.1.5.2.2. Second Line: 12/(fund); 089/(distribution); BLNK/(project); 02/(PD); 354/(RDD); BLNK/(advice).[9]

AP1.1.6. Abbreviated Message Documents (AP1.11 and AP1.12)

AP1.1.6.1. Abbreviated message formats are provided for MILSTRIP follow-ups (DIC AF_ series only), cancellations, supply status, and shipment status, respectively. Use of these documents will be at the option of the individual Service/Sgency (S/A). Use between S/As will be based upon agreement between the S/As.

AP1.1.6.2. Abbreviated message follow-up (DIC AF_ only) and cancellation documents will be initiated only by those activities with capability to prepare machine-readable documents for transmission by the Defense Message System (DMS).[10]

AP1.1.6.3. When abbreviated messages are used, each message will be limited to a maximum of seven items or the contents of a single page, whichever is greater.

AP1.1.6.4. The first line in the body of the message will contain the words ABBREVIATED MILSTRIP FOLLOW-UP, CANCELLATIONS, SUPPLY STATUS, OR SHIPMENT STATUS, as applicable. Thereafter, number each line item, commencing with number 1. Insert slashes (/) or other appropriate marks between each code and/or data element as depicted in AP1.11 and AP1.12. The authorized data elements[11] and code entries for abbreviated messages are as follows:

AP1.1.6.4.1. Follow-Ups and Cancellation Requests (No Supply Status Received)

AP1.1.6.4.1.1. Document Identifier Code (DIC)

AP1.1.6.4.1.2. Routing Identifier Code (RIC) (To)

AP1.1.6.4.1.3. Stock or Part Number

AP1.1.6.4.1.4. Unit of Issue

AP1.1.6.4.1.5. Quantity

AP1.1.6.4.1.6. Requisition Document Number

[8] When an element of data is not available, the field shall be recognized and entered as “BLNK.”.

[9] Ibid.

[10] CJCS Directives Home Page – http://www.dtic.mil/cjcs_directives/.

[11] When an element of data is not available, the field shall be recognized and entered as “BLNK.”.

AP1.1.6.4.1.7. Distribution, when applicable; otherwise, leave blank.

AP1.1.6.4.1.8. Priority Designator

AP1.1.6.4.2. Follow-Ups and Cancellation Requests (Supply Status Received)

AP1.1.6.4.2.1. Document Identifier Code

AP1.1.6.4.2.2. Routing Identifier Code (To)

AP1.1.6.4.2.3. Stock or Part Number

AP1.1.6.4.2.4. Unit of Issue

AP1.1.6.4.2.5. Quantity

AP1.1.6.4.2.6. Requisition Document Number

AP1.1.6.4.2.7. Suffix, when applicable; otherwise, leave blank.

AP1.1.6.4.2.8. Status

AP1.1.6.4.2.9. Distribution, when applicable; otherwise, leave blank.

AP1.1.6.4.2.10. Priority Designator

AP1.1.6.4.3. Supply Status

AP1.1.6.4.3.1. Document Identifier Code

AP1.1.6.4.3.2. Stock or Part Number

AP1.1.6.4.3.3. Unit of Issue

AP1.1.6.4.3.4. Quantity

AP1.1.6.4.3.5. Requisition Document Number

AP1.1.6.4.3.6. Suffix, when applicable; otherwise, leave blank.

AP1.1.6.4.3.7. Priority Designator

AP1.1.6.4.3.8. Status

AP1.1.6.4.3.9. Estimated Shipping Date

AP1.1.6.4.4. Shipment Status

AP1.1.6.4.4.1. Document Number Code

AP1.1.6.4.4.2. Quantity

AP1.1.6.4.4.3. Requisition Document Number

AP1.1.6.4.4.4. Suffix, when applicable; otherwise, leave blank.

AP1.1.6.4.4.5. Date Shipped or Estimated Shipping Date

AP1.1.6.4.4.6. Priority Designator

AP1.1.6.4.4.7. Transportation Control Number (TCN).

AP1.1.6.4.4.8. Mode-of-Shipment

AP4.2.6.4.4.9. If available, any of the following may also be provided: GBL Number, Registered Parcel Post Number, or other shipment number.

AP1.1.6.5. Materiel Obligation Validation Form Letters and Messages. Form letter requests, followup requests, message requests, and replies are provided in AP1.15 through AP1.20 and AP1.32 for use in connection with Materiel Obligation Validation (MOV) procedures under chapter C7.

AP1.1.6.6. DD Form 1348-1A, Issue Release/Receipt Document (AP1.25, AP1.27, AP1.29, AP1.31, and AP1.35).

AP1.1.6.6.1. Non-Preprinted Issue Release/Receipt Document. A single line item, single part form produced on plain stock paper (see example, AP1.25). The size may vary within a range of 7-3/4 to 9 inches long (side to side) and 4 to 5 inches high (top to bottom) (see Chapter C5). Data to be entered in the data blocks are shown in Appendices 3.48 and 3.49. Blocks 24, 25, and 26 must contain bar coded data except for DLA Disposition Services Field Office documents. DLA Disposition Services Field Office documents will not contain bar coding in Block 26. Block 27 must contain a two-dimensional (2D) bar code (Portable Data File (PDF) 417) encompassing the linear bar code data elements plus additional elements to improve automated information technology (AIT) efficiencies and to facilitate item unique identification (IUID) when applicable.

AP1.1.6.6.2. The Issue Release/Receipt Document data elements, configuration and locations are as follows:

| DATA ELEMENT NAME | LENGTH | RECORD POSITION(S) |
|---|---|---|
| Document Identification Code | 3 | 1-3 |

| DATA ELEMENT NAME | LENGTH | RECORD POSITION(S) |
|---|---|---|
| Routing Identifier Code (From) | 3 | 4-6 |
| Media and Status | 1 | 7 |
| Unit of Issue | 2 | 23-24 |
| Quantity | 5 | 25-29 |
| Service | 1 | 45 |
| Supplementary Address | 5 | 46-50 |
| Signal | 1 | 51 |
| Fund | 2 | 52-53 |
| Distribution | 3 | 54-56 |
| Project | 3 | 57-59 |
| Priority | 2 | 60-61 |
| Required Delivery Date | 3 | 62-64 |
| Advice | 2 | 65-66 |
| Routing Identifier | 3 | 67-69 |
| Ownership/Purpose | 1 | 70 |
| Condition | 1 | 71 |
| Management | 1 | 72 |
| Multi Use | 1 | 73 |
| Unit Price[12] | 7 | 74-80 |

| BLOCK ELEMENT NAME | BLOCK SIZE/ NO. OF CHARACTERS | BLOCK NUMBER |
|---|---|---|
| Total Price | 12[13] | 1 |
| Ship-From | 10 | 2 |
| Ship-To | 9 | 3 |

[12] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size shall reflect the unit price as 9 digits for dollars and 2 digits for cents. Refer to ADC 221.

[13] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size shall reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

| BLOCK ELEMENT NAME | BLOCK SIZE/ NO. OF CHARACTERS | BLOCK NUMBER |
|---|---|---|
| Mark-For | ***24***[14] | 4 |
| Doc Date | 5 | 5 |
| NMFC | 9 | 6 |
| Freight Rate | 8 | 7 |
| Type Cargo | 10 | 8 |
| Physical Security | 4 | 9 |
| Quantity | 7 | 10 |
| Unit Pack | 3 | 11 |
| Unit Weight | 10 | 12 |
| Unit Cube | 7 | 13 |
| UFC | 6 | 14 |
| Shelf Life | 3 | 15 |
| Freight Classification Nomenclature | 36 | 16 |
| Item Nomenclature | 36 | 17 |
| Type Container | 5 | 18 |
| No. of Containers | 8 | 19 |
| Total Weight | 13 | 20 |
| Total Cube | 10 | 21 |
| Received By | 26 | 22 |
| Date Received | 10 | 23 |
| Document Number and Suffix (30-44) | 44 | 24 |
| National Stock Number and Additional (8-22) | 44 | 25 |

***[14] Maximum length is 24 positions: Mark-for clear text (with no DoDAAC or RIC) displays on DoD shipment documents as two lines of 12 characters each. If text is combined with a DoDAAC, up to 17 clear text characters are allowed. If text is combined with a RIC, up to 20 clear text characters is allowed. Insert a slash (/)during printing of shipment documentation to separate the DoDAAC or RIC from clear text; do not perpetuate the slash (/) in the DLMS transaction. Refer to ADC 1009A.***

| BLOCK ELEMENT NAME | BLOCK SIZE/ NO. OF CHARACTERS | BLOCK NUMBER |
|---|---|---|
| For other than Security Assistance: RIC (4-6) UI (23-24) QTY (25-29) COND Code (71) Dist (55-56) UP (74-80)[15] | Variable | 26 |
| If Security Assistance: RIC (4-6), UI (23-24), QTY (25-29), COND (71), UP (74-80)[16], SUPPADD (45, 48-50) | | |
| Additional Data | Variable | 27 |
| For shipments of GFP, include the GFP contract number (and call order number when provided). This includes shipments from DOD to contractors and contractor shipment of GFP to DOD activities. The contract number will be prefaced by "GFP" to clarify the usage. | | |
| Perpetuate the customer's internal purchase order (PO) number when provided on the release order[17]. | PO number value: 10-13 characters | |
| For FMS repair/return and repair/replace items, include the estimated or actual unit cost of the repair service per Appendix 3.48.[18] | Repair value: up to 9 digits dollars followed by period and 2 digits cents | |

[15] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. Refer to ADC 221.
[16] Ibid
[17] Refer to ADC 473A
[18] Refer to ADC 1031

| BLOCK ELEMENT NAME | BLOCK SIZE/ NO. OF CHARACTERS | BLOCK NUMBER |
| --- | --- | --- |
| For IUID to support UIT/ serialized item management, include the following:[19] | Field size and characteristics of item unique identification data content and specific policy guidance is available at: | |
| Unique Item Identifier and/or Serial Number | http://www.acq.osd.mil/dpap/pdi/uid/index.html | |
| The following additional data elements may be included in support of IUID: | | |
| Manufacturer's CAGE, Current Part Number, Batch/Lot | | |
| Clear text labeling of IUID information must be provided using the following acronyms: CAGE, P/N, BT/LT, S/N, and UII. | | |

AP1.1.6.6.3. The Issue Release/Receipt Document is used as:

AP1.1.6.3.1. An issue document from distribution point to consignee resulting from a requisition.

AP1.1.6.3.2. A release document for retrograde materiel or inter base (post, camp, station, etc.) movements.

AP1.1.6.3.3. A materiel return document from base to depot.

AP1.1.6.3.4. A receipt document by the consignee

AP1.1.6.3.5. Disposal turn-in document.

AP1.1.6.3.6. Local requisition on DLA Disposition Services Field Office.

AP1.1.6.6.4. The Issue Release/Receipt Document is designed to accommodate the various elements of data used by any of the Services as source information for preparing other documentation. The document enables supply sources to use a single method of documentation for all requisitions and provide a standard

[19] Capability to support IUID data content within the PDF 417 2D bar code has been approved for staggered and phased implementation under ADC 44B and ADC 399/ADC 399A. Components have not reported implementation at this time.

receiving document that will accommodate both manual and automated requisitioners and consignees.

AP1.1.7. DD Form 1348-2, Issue Release/Receipt Document with Address Label (AP1.31)

AP1.1.7.1. The Service/Agencies have the option to stock or print the DD Form 1348-2. The DD Form 1348-2 configuration is a DD Form 1348-1A with a perforated address label attached to the outer right edge. The length of the DD Form 1348-2 is 13 inches. The DD Form 1348-2 may be configured for printing as continuous forms. For continuous forms configuration, pin-fed strips of one-half inch on each side may be added. The length of the DD Form 1348-2 with pin-fed strip will not exceed 14 inches. The address label dimensions of the DD Form 1348-2 are 4-1/4 inches long and 5-1/2 inches high. Use of the address label with preprinted postage data is only authorized for shipments by the U.S. Postal Service. The address label will contain the following elements.

AP1.1.7.1.1. Postage Data

AP1.1.7.1.2. TCN Data

AP1.1.7.1.3. Weight Data

AP1.1.7.1.4. Type Service Data

AP1.1.7.1.5. From Data

AP1.1.7.1.6. Ship-to Data

AP 1.1.7.2. Data will be entered on the address label as follows:

AP1.1.7.2.1. Postage Data. A shipment through the U.S.P.S. must contain the following phrase, “OFFICIAL BUSINESS.” This phrase will be printed on the bottom line of the postage block.

AP1.1.7.2.2. Transportation Control Number. Enter the TCN applicable to the shipment.

AP1.1.7.2.3. Weight. Enter the weight of the item being shipped.

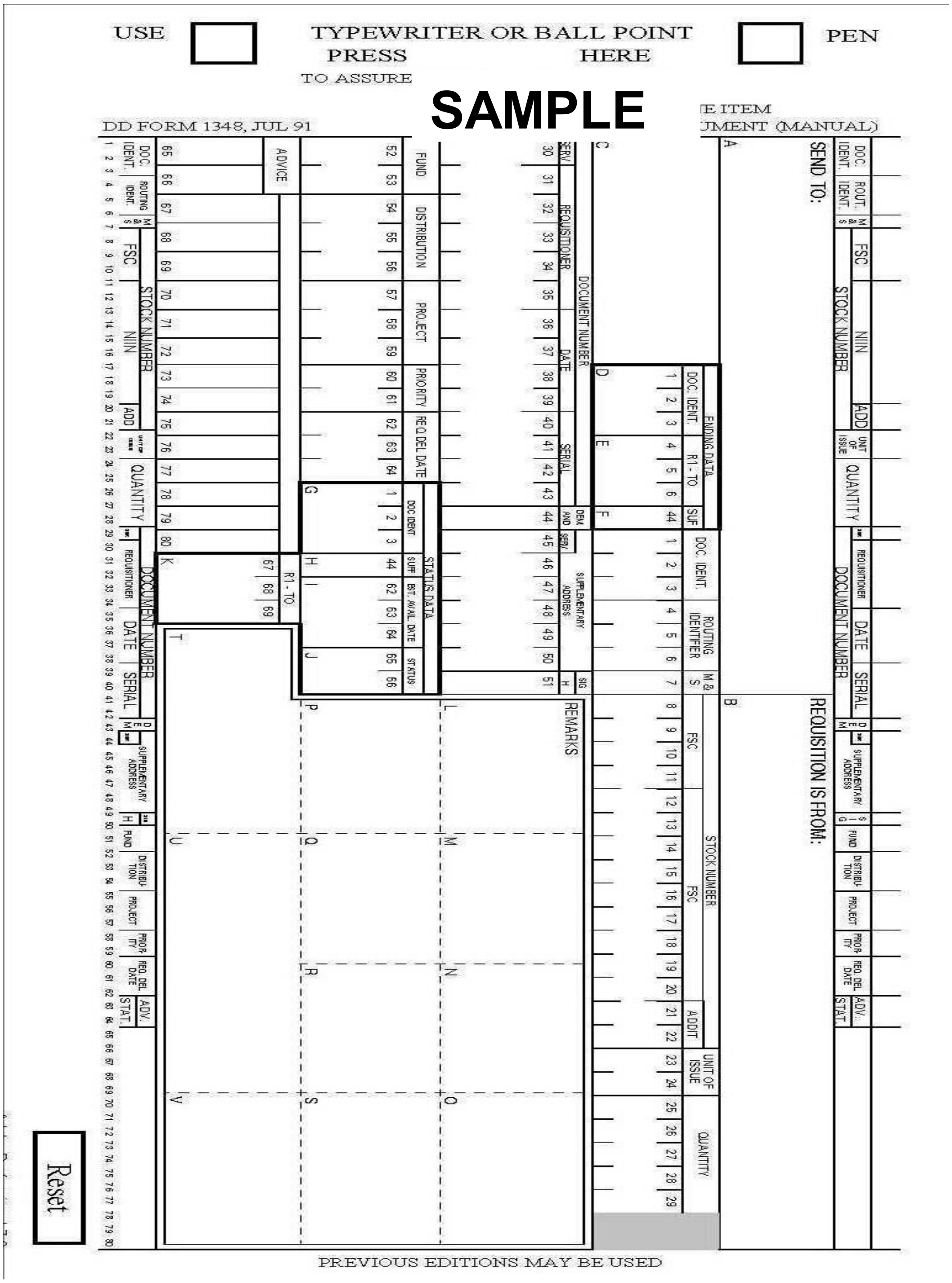
AP1.1.7.2.4. Type Service. Enter the appropriate type of delivery service; for example, first-class-priority, express mail, and Military Official Mail (MOM).

AP1.1.7.2.5. Ship-to. Enter the applicable in-the-clear address of the activity that is to receive the shipment. If mark-for data is required, enter the mark-for data above the city/state/zip code data. If the Port of Embarkation (POE) is required, enter the POE in this block.

AP1.1.8. IRRD (DD Form 1348-1A or DD Form 1348-2) Continuation Page. This is a mandatory document for serialized Item shipments containing machine readable bar codes for the encoded content information to include the serial numbers, unique item identifiers (UIIs), and batch/lot numbers as required for tracking under a UIT program or in support of DoD policy for the application of IUID in supply processes. The continuation page is intended to expedite supply and distribution processes by providing a means to automate the capture of data using automatic identification technology (AIT) devices. The continuation page is free form. The data elements and preferred format are shown in AP1.36.

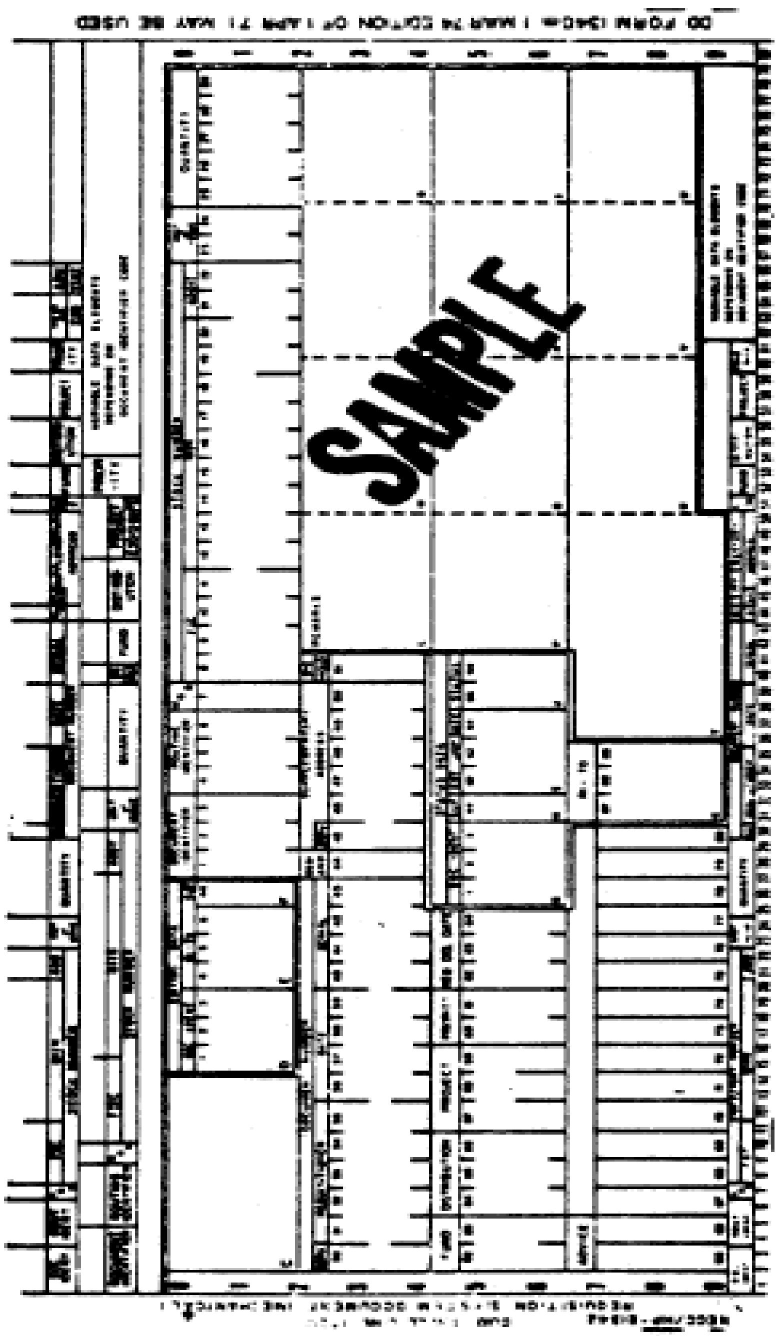
# AP1.2. APPENDIX 1.2

## DD FORM 1348, DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MANUAL)



# AP1.3. APPENDIX 1.3

## DD FORM 1348m, DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MECHANICAL)



# AP1.4. APPENDIX 1.4

## DD FORM 1348-5, NOTICE OF AVAILABILITY/SHIPMENT

**NOTICE OF AVAILABILITY/SHIPMENT**

ORIGIN INFORMATION

| | | |
|---|---|---|
| Origin Point of Contact (Full name) | NOA DATE | NOA NOTICE NUMBER |

| | | |
|---|---|---|
| ORIGIN INFORMATION<br>RIC:<br>PHONE: | RETURN COMPLETED FORM TO:<br>EMAIL:<br>FAX: | NOA ADDRESSEE MAPAC |

| | | | |
|---|---|---|---|
| SHIP TO MAPAC | MARK FOR MAPAC | Security Cooperation Customer Code | Transportation Control Number |
| # of Line Items (DD 1348-1/DD 250) | Delivery Term Code | FMS Case Designator | Export Release Required (Yes or No) |

| | | |
|---|---|---|
| FREIGHT NOMENCLATURE | WATER COMMODITY DATA<br>Commodity Code:<br>Type Cargo Code:<br>Special Handling Code: | AIR COMMODITY DATA<br>Commodity Code:<br>Special Handling Code:<br>Air Dimension Code: |

| | | | | | | |
|---|---|---|---|---|---|---|
| Transportation Priority | Project Code | Type Pack | Pieces | Weight (pounds) | Cube (Cubic FT) | Total Shipment Value (USD) |

OVER-DIMENSIONAL INFORMATION

| | | | |
|---|---|---|---|
| LENGTH (inches) | WIDTH (inches) | HEIGHT (inches) | WEIGHT (pounds) |

SPECIAL REQUIREMENTS

| | | |
|---|---|---|
| Hazmat Indicator (Yes or No) | Explosive Indicator (Yes or No) | UN/NA Identification Number |
| Proper Shipping Name | Primary Hazard Class/Division | Packing Group |

| | | | |
|---|---|---|---|
| DODIC | Net Explosive Weight (pounds) | Special Approval Number (DOT/CAA/COE) | Controlled Inventory Item Code |

CONSIGNEE INFORMATION
(To be completed by the Freight Forwarder/Security Cooperation Representative)

| | | | |
|---|---|---|---|
| Point of Contact Name | Street Address | | Telephone |
| City | State | Country (GENC and Full Name) | Postal Code |
| Port of Embarkation (POE) | Port of Debarkation (POD) | Ship Mode to Final Destination (Air or Surface) | |

Comments/Remarks

**SAMPLE**

**DD FORM 1348-5, JAN 2015** PREVIOUS EDITION IS OBSOLETE. Adobe LiveCycle 11.0

# AP1.5. APPENDIX 1.5

## STANDARD FORM 344, MULTIUSE STANDARD REQUISITIONING/ISSUE SYSTEM DOCUMENT

**DOCUMENT IDENTIFICATION**

| 1. DOC. IDEN. | 2. ROUTING IDEN. | 3. M & S | DOCUMENT NUMBER 9-10 REQUISITIONER | DOCUMENT NUMBER 11. DATE | 13. DEM | 14-15F. SUPPLEMENTARY ADDRESS | 16F. SIG | 17. FUND | 18F. DISTRI-BUTION | 19. PROJECT | 20. PRI-ORITY | 21. REQ'D DELIVERY DATE | SIGNATURE *(If required)* |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 1-3 | 4-6 | 7 | 30-35 | 36-39 | 44 | 45-50 | 51 | 52-53 | 54-56 | 57-59 | 60-61 | 62-64 | |
| | | | | | | | | | | | | | TELEPHONE NUMBER |

**REQUISITION DATA**

| STOCK NUMBER 4. FSC | STOCK NUMBER 5. NIIN | STOCK NUMBER 6. ADD-TN'L | 7. UNIT OF ISSUE | 8. QUANTITY | 12. SERIAL | 14-15V. SUPPLEMENTARY ADDRESS | 16V. SIG | 18V. DISTRI-BUTION | 19V. PROJECT | 22. ADVICE | **NOTE:** Entries in shaded blocks may be in either the **FIXED (F)** or **VARIABLE (V)** sections - **NEVER** in both. |
|---|---|---|---|---|---|---|---|---|---|---|---|
| 8-11 | 12-20 | 21-22 | 23-24 | 25-29 | 40-43 | 45-50 | 51 | 54-56 | 57-59 | 65-66 | 23. REMARKS |
| | | | | | | | | | | | SAMPLE |

**MULTIUSE STANDARD REQUISITIONING/ISSUE SYSTEM DOCUMENT**

NSN 7540-00-965-2379

**STANDARD FORM 344** (REV. 2-93)
Prescribed by GSA, FPMR (41 CFR) 101-26.2

# AP1.6. APPENDIX 1.6

## DD FORM 1348-6
## DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MANUAL-LONG FORM)

| DOCUMENT IDENTIFER | ROUTING IDENTIFIER | M & S | ITEM IDENTIFICATION* (NSN, FSCM/Part No., Other) — FSCM | ITEM IDENTIFICATION — PART NUMBER | UNIT OF ISSUE | QUANTITY | DOCUMENT NUMBER — SERV | DOCUMENT NUMBER — REQUISITIONER |
|---|---|---|---|---|---|---|---|---|
| 1 2 3 | 4 5 6 | 7 | 8 9 10 11 12 | 13 14 15 16 17 18 19 20 21 22 | 23 24 | 25 26 27 28 29 | 30 | 31 32 33 34 35 |
| | | | | | | | | |

| DOCUMENT NO. (Cont.) — DATE | DOCUMENT NO. (Cont.) — SERIAL | DEMAND | SUPPLEMENTARY ADDRESS — SERV | SUPPLEMENTARY ADDRESS | SIGNAL | FUND CODE | DISTRI-BUTION CODE | PROJECT CODE | PRIORITY | REQUIRED DELIVERY DAY OF YEAR | ADVICE CODE | BLANK |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| 36 37 38 39 | 40 41 42 43 | 44 | 45 | 46 47 48 49 50 | 51 | 52 53 | 54 55 56 | 57 58 59 | 60 61 | 62 63 64 | 65 66 | 67 68 69 |
| | | | | | | | | | | | | |

| | REJECT CODE (FOR USE BY SUPPLY SOURCE ONLY) | IDENTIFICATION DATA |
|---|---|---|
| 70 71 72 73 74 75 76 77 78 79 80 | 65 66 | *1. MANUFACTURER'S CODE AND PART NO. (When they exceed card columns 8 thru 22) |
| | | 2. MANUFACTURER'S NAME |

| | | |
|---|---|---|
| 3. MANUFACTURER'S CATALOG IDENTIFICATION | 4. DATE (YYMMDD) | 5. TECHNICAL ORDER NUMBER |
| 6. TECHNICAL MANUAL NUMBER | 7. NAME OF ITEM REQUESTED | |
| 8. DESCRIPTION OF ITEM REQUESTED | 8a. COLOR | 8b. SIZE |
| 9. END ITEM APPLICATION | 9a. SOURCE OF SUPPLY | |
| 9b. MAKE | 9c. MODEL NUMBER | 9d. SERIES |
| 9e. SERIAL NUMBER | | |
| 10. REQUISITIONER (Clear text name and address) | 11. REMARKS | |

FOLD LINE

SAMPLE

FOLD LINE

DD Form 1348-6, FEB 85 (EG) *Edition of Apr 77 may be used until exhausted.* DOD SINGLE LINE ITEM REQUISITION SYSTEM DOCUMENT (MANUAL – LONG FORM)

# INSTRUCTIONS FOR IDENTIFICATION OF DATA BLOCKS

| FIELD LEGEND | BLOCK NUMBER | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Manufacturer's Code and Part Number | 1 | Enter the item contractor and Government entity (CAGE) code when available, first, followed by the complete part number when the part number exceeds 10 digits. |
| Manufacturer's Name | 2 | Enter the manufacturer's name and address (including Zip Code, if known) when the CAGE is not available. |
| Manufacturer's Catalog Identification | 3 | Enter the manufacturer's catalog identification number when available. |
| Date | 4 | Enter the date of the publication in calendar date format (YYMMDD). |
| Technical Order Number | 5 | Enter the applicable order number in which the requested item may be defined. |
| Technical Manual Number | 6 | Enter the applicable technical manual number in which the requested item may be defined. |
| Name of Item Requested | 7 | Enter the appropriate name of item requested. |
| Description of Item Requested | 8 | Enter the description of item requested and, if necessary, attach exhibits or pictures. |
| Color | 8a | Enter the color of item requested, if applicable. |
| Size | 8b | Enter the size of item requested, if applicable. |
| End Item Applicable | 9 | Enter the name of the applicable end item for which the requested item applies. Entry should cite NSN and/or nomenclature. If application is unknown, enter unknown. |
| Supply Source | 9a | Enter the supply source of the applicable end item, if known. |
| Make | 9b | Enter the manufacturer's make of the applicable end item, if known. |
| Model Number | 9c | Enter the manufacturer's model number of the applicable end item, if known. |

| FIELD LEGEND | BLOCK NUMBER | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Series | 9d | Enter the manufacturer's series number of the applicable end item, if known. |
| Serial Number | 9e | Enter the serial number of the end item, if known. ***If UII is available, enter in Block 11 (prefixed with "UII").*** |
| Requisitioner | 10 | Enter the requisitioner's clear-text name, commercial or DSN number, and address including ZIP code. |
| Remarks | 11 | Enter any additional information which will assist the supply source to obtain the correct item. |

# AP1.7. APPENDIX 1.7

## RESERVED

# AP1.8. APPENDIX 1.8

## MILSTRIP MESSAGE REQUISITION

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

SUBJECT: MILSTRIP REQUISITIONS:

1.
A0A/FMI/2/8305001234567/EA00040/FB2300/1150/0111/R/BLNK/A/12/089/BLNK/02/154/2B

2.
A0A/FMI/B/8305002345678/EA/00001/FB2300/1150/0112/N/BLNK/A/19/089/BLNK/03/154/BLNK

3.
A0E/FMI/B/1234005123456/EA/00015/FB2300/1150/0113/R/BLNK/A/19/089/BLNK/03/154/BLNK

{NOTE: SEE CHAPTER 2, PARAGRAPH A FOR TYPE OF EXCEPTION TO BE ENTERED}

4.
A0A/FMI/B/8310002345678/EA/00011/FB2300/1150/0114/R/BLNK/A/14/089/BLNK/02/155/BLNK

***SAMPLE***

# AP1.9. APPENDIX 1.9

## MILSTRIP MESSAGE FOLLOW-UP

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

SUBJECT: MILSTRIP FOLLOW-UPS:

1. AF1/FMI/2/8305001234567/EA/00040/FB2300/1250/0111/R/BLNK/A/12/089/BLNK/02/154/2B

2. ATE/FMI/B/8310002345678/EA/00010/FB2300/1250/0114/R/BLNK/A/14/089/BLNK/02/155/BLNK

3. AFC/FMI/0/8310002345679/EA/00010/FB2300/1250/0115/R/BLNK/A/15/089/BLNK/02/156/BLNK

NOTE: EXCEPTION DATA WILL BE OMITTED FROM AF_ SERIES FOLLOW-UPS

AT5 OR ATE FOLLOWUPS WILL REPEAT THE EXCEPTION DATA FROM THE ORIGINAL A05 OR A0E REQUISITION.

***SAMPLE***

# AP1.10. APPENDIX 1.10

## MILSTRIP MESSAGE SUPPLY ASSISTANCE REQUEST

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

INFO: {INSERT ADDRESSEE(S)}

SUBJECT: MILSTRIP SUPPLY ASSISTANCE REQUEST

1. THIS COMMAND IS EXPERIENCING SERIOUS PROBLEMS DUE TO LACK OF ITEM(S) SHOWN BELOW. REQUEST AGGRESSIVE ACTION TO ACCELERATE DELIVERY AND IMPROVE ESD.

| DOC NO. W/SUFFIX | NSN |
|---|---|
| FB2300/1152/0111/0 | 8305-01-123-4567 |

2. SUBSTITUTES. LIST ALL KNOWN AND ACCEPTABLE SUBSTITUTE NSNs OR PART NUMBERS. IF NONE, SO STATE.

3. NEXT HIGHER ASSEMLY. IF NONE, SO STATE

4. LATERAL SUPPORT. LIST ANY ACTIVITIES CONTACTED IN AN ATTEMPT TO OBTAIN ITEM THROUGH LATERAL SUPPORT AND/OR KNOWN ACTIVITIES USING SAME END ITEM OF WEAPONS SYSTEM. IF NONE, SO STATE.

5. KNOWN SOURCE. LIST ANY KNOWN SOURCES FOR THE ITEM TO INCLUDE NAME, MAILING ADDRESS, AND TELEPHONE NUMBER (IF KNOWN). IF NONE, SO STATE.

6. MISSION IMPACT STATEMENT. INCLUDE END ITEM DESCRIPTION, WEAPON SYSTEM APPLICATION. INDICATE MISSION DEGRADATION CREATED BY LACK OF ITEM(S) OR STATEMENT “A CLASSIFIED NMCS CONDITION EXISTS DUE TO LACK OF REQUIRED ASSTETS.”

7. REMARKS. INCLUDE ADDITIONAL PERTINENT DATA NOT COVERED ABOVE.

**SAMPLE**

# AP1.11. APPENDIX 1.11

## ABBREVIATED MILSTRIP MESSAGE SUPPLY STATUS

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

SUBJECT: ABBREVIATED MILSTRIP SUPPLY STATUS

1. AE1/8305001234567/EA/00040/FB2300/1215/0001/BLNK/02/BB/3015

2. AE1/8310002345678/EA/00012/FB2300/1259/0014/B/02/BV/2283

**SAMPLE**

# AP1.12. APPENDIX 1.12

## ABBREVIATED MILSTRIP MESSAGE SHIPMENT STATUS

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

SUBJECT: ABBREVIATED MILSTRIP SHIPMENT STATUS

1. AS1/00040/FB5249/1165/0001/BLNK/036/02/FB524911650001XXX/B

2. AS1/00012/FB5294/1165/0003/A/C44/02/FB529411650003XXX/B

**SAMPLE**

# AP1.13. APPENDIX 1.13

## MILSTRIP PART NUMBER/NON-NSN MESSAGE REQUISITION

FROM:  {APPROPRIATE INDICATOR OF SENDER}

TO:  {INSERT ADDRESSEE(S)}

SUBJECT:  MILSTRIP REQUISITIONS

1. A0E/FHZ/2/350451234567899/EA/00040/FB2300/0150/0111/R/BLNK/A/12/089/BLNK/02/154/29

- INDENTIFICATION DATA {INCLUDE ONLY APPLICABLE INFORMATION, PRESERVING THE ALPHA DESIGNATOR.}

A. CAGE CODE AND PART NUMBER <USE TOTAL CAGE CODE AND PART NUMBER WHEN TOO LARGE FOR RP 8-22\ WHEN PLACED HERE LEAVE RP 8-22 BLANK>.
B. MFG. NAME
C. MFG. CAT. AND DATE
D. TECH. ORD. NO.
E. TECH.MAN.NO.
F. END ITEM APPL.
G. NAME/DESCRIPTION
H. MAKE
I. MODEL NO.
J. SERIES
K. SERIAL NO.
L. COLOR
M. SIZE

REMARKS:  WHEN ADDITIONAL DATA NOT COVERED ABOVE, IS FURNISHED.

## SAMPLE

# AP1.14. APPENDIX 1.14

RESERVED

# AP1.15 APPENDIX 1.15

## MESSAGE REQUEST FOR SPECIAL MATERIEL OBLIGATION VALIDATION

FROM: {INSERT ADDRESS OF INITIATOR}

TO: {INSERT ADDRESSEE}

SUBJECT: MILSTRIP SPECIAL MATERIEL OBLIGATION VALIDATION REQUEST

1. REQUEST SPECIAL RECONCILIATION AND VALIDATION OF NEED FOR ITEM HELD AS MATERIEL OBLIGATION AT THIS ACTIVITY.

A. DOCUMENT NUMBER {ENTER REQUISITION NUMBER}.

B. STOCK OR PART NO. {ENTER NUMBER BEING REVIEWED}.

C. QUANTITY {ENTER QUANTITY ON BACKORDER}.

D. PD {ENTER PRIORITY DESIGNATOR OF REQUISITION}.

E. SHIP TO {IF OTHER THAN ADDRESSEE, ENTER DODAAC}.

2. REQUEST REPLY BY {ENTER A DATE 15 DAYS BEYOND THE DATE OF THIS REQUEST} INDICATING QUANTITY TO BE RETAINED AS A MATERIEL OBLIGATION. IF REPLY IS NOT RECEIVED BY THIS DATE, THE OBLIGATION QUANTITY WILL BE CANCELED.

**SAMPLE**

# AP1.16. APPENDIX 1.16

## MESSAGE REPLY TO SPECIAL MATERIEL OBLIGATION VALIDATION REQUEST

FROM: {INSERT ADDRESS OF INITIATOR}

TO: {INSERT ADDRESSEE}

SUBJECT: REPLY TO MILSTRIP SPECIAL MATERIEL OBLIGATION VALIDATION REQUEST

1. THIS IS IN REPLY TO YOUR MESSAGE ON {INSERT DATE OF REQUEST} REQUESTING SPECIAL VALIDATION OF NEED FOR ITEM HELD AS A MATERIEL OBLIGATION.

A. DOCUMENT NUMBER {ENTER REQUISITION NUMBER}.

B. STOCK OR PART NO. {ENTER APPLICABLE NUMBER}.

C. QUANTITY {ENTER QUANTITY STILL REQUIRED OR "NONE"}.

2. A QUANTITY OF: _____________ HAS BEEN RECEIVED PRIOR TO PREPARATION OF THIS VALIDATION RESPONSE.

**SAMPLE**

NOTE: Paragraph 2 above shall be omitted if none of the items have been received.

# AP1.17. APPENDIX 1.17

## REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM SOURCE OF SUPPLY TO ILCO)

| | |
|---|---|
| FROM: | (Insert the official clear-text name and address of the initiating activity and its assigned activity address code (AAC).) |
| TO: | (Insert the official clear-text name and address, including the AAC of the ILCO to receive the Validation Request Documents.) |
| SUBJECT: | Request for Validation of Materiel Obligations |

AP1.17.1. Enclosed are (enter quantity) MOV Request documents (enter a listing of the documents or strike out if not applicable). Each of the enclosed validation requests, pertaining to FMS and Grant Aid transactions, reflects quantities of the items indicated held as materiel obligations at this installation as of (enter cutoff date) and for which the requisitions are aged 180 days or more past the requisitions document number date. The validation requests are submitted to your activity using the code contained in record position 54 of the original requisition document.

AP1.17.2. It is required that the item indicated by each validation request be reconciled with your records. It is also required that each enclosed MOV request be reviewed by the appropriate country Security Assistance office (SAO) to determine the continuing need for the item and quantity shown. An AP_ response document is required for each item contained with the validation request, enclosed/listed, to indicate the desirability for continuation or cancellation of the requirement.

AP1.17.3. Acknowledge the receipt of the enclosed validation request by inserting the date and signature below and return the correspondence to this installation.

Enclosures
MOV Request documents
Listing of Request documents (if applicable)

(ACKNOWLEDGMENT OF RECEIPT)

Above validation request documents were received

____________________________
(Date)

____________________________
(Signature)

**DO NOT DETACH**

# AP1.18. APPENDIX 1.18

## FOLLOW-UP REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM SOURCE OF SUPPLY TO ILCO)

FROM: (Insert the official clear-text name and address of the initiating activity and its assigned Activity Address Code (AAC).)

TO: (Insert the official clear-text name and address, including the AAC of the International Logistics Control Office (ILCO) to receive the MOV Request documents.)

SUBJECT: Request for Validation of Materiel Obligations

AP1.18.1. The referenced letter forwarded (enter quantity) MOV Request documents, pertaining to FMS and Grant Aid transactions, and requested that receipt be acknowledged. This activity has no record of receipt of the requested acknowledgment nor any response to the validation requests. Enclosed are duplicates/triplicates (strike out one) of the (enter quantity) MOV Request documents and a listing of these documents (strike out if not applicable).

AP1.18.2. It is required that the item indicated by each validation request be reconciled with your records. It is also required that each enclosed validation request be reviewed by the appropriate country Security Assistance office (SAO) to determine the continuing need for the item and quantity shown. A response is required for each validation request to indicate the desirability for continuation or cancellation of the requirement.

AP1.18.3. Acknowledge receipt of the enclosed MOV Request documents by inserting the date and signature below and returning the correspondence to this installation.

Enclosures
MOV Request documents
Listing of Request documents (as applicable)

(ACKNOWLEDGMENT OF RECEIPT)

Above MOV Request documents were received

(Date)

(Signature)

**DO NOT DETACH**

# AP1.19. APPENDIX 1.19

## REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM ILCO to SAOs)

(Insert date)

| | |
|---|---|
| FROM: | (Insert the official clear-text name and address of the initiating International Logistics Control Office (ILCO) and its assigned activity address code (AAC).) |
| TO: | (Insert the official clear-text name and address, of the security assistance office (SAO) to receive the validation request documents.) |
| SUBJECT: | Request for Validation of Materiel Obligations. |

AP1.19.1. Enclosed are listings (in duplicate) of MOV Request documents and a complete set of the documents (strike out if not applicable). Each of the enclosed validation requests, reflect quantities of the indicated item recorded as materiel obligations as of (enter cutoff date) and for which the requisition are aged 180 days or more past the requisitions document number date. The requests are submitted to your activity for validation of the continuing need for the item in the original requisition document.

AP1.19.2. It is required that the item indicated by each validation request be reconciled with your records. It is also required that each validation request be reviewed to determine the continuing need for the item and quantity shown.

AP1.19.3. Request that a copy of the enclosed listing/data Block 8 and Block 21 of the remarks block, respectively (strike out one) of documents be annotated to indicate: (1) the quantity of each item still required and (2) the quantity of each item received prior to receipt of the validation requests. A copy of the annotated listing/the annotated documents should transmitted by priority mail to this activity to arrive no later than (enter date), which is 35 calendar days prior to the supply source response due date.

AP1.19.4. Acknowledge receipt of the enclosed MOV Request documents by inserting the date and signature below and return of the correspondence to this installation.

Enclosures
Listings of Validation Requests (in duplicate)
MOV Request documents (as applicable)

---

(ACKNOWLEDGMENT OF RECEIPT)

---

Above MOV Request documents were received

__________________________________
(Date)

______________________________
(Signature)

**<u>DO NOT DETACH</u>**

# AP1.20. APPENDIX 1.20

## FOLLOW-UP REQUEST FOR VALIDATION OF MATERIEL OBLIGATIONS (FMS AND GRANT AID TRANSACTIONS) (FROM ILCO to SAOs)

(Insert date)

| | |
|---|---|
| FROM: | (Insert the official clear-text name and address of the initiating ILCO and its assigned AAC.) |
| TO: | (Insert the official clear-text name and address of the security assistance organization (SAO) to receive the validation request documents.) |
| SUBJECT: | Follow-up on Request for Validation of Materiel Obligations. |
| REFERENCES: | (Insert reference to original letter.) |

AP1.20.1. The referenced letter forwarded a listing (in duplicate) of MOV Request documents and a complete set of the documents (strike out one if not applicable) and requested that receipt be acknowledged. This activity has no record of receiving the requested acknowledgment, nor any response to the validation requests. Enclosed are duplicates/triplicates (strike out one) of listings for MOV Request documents and a complete set of the documents (strike out if not applicable). The requests are submitted to your activity for validation of the continuing need for the item in the original requisition document.

AP1.20.2. It is required that the item indicated by each validation request be reconciled with your records. It is also required that each validation request be reviewed to determine the continuing need for the item and quantity shown.

AP1.20.3. Annotate a copy of the enclosed listing/Data Block 8 and Block U of the remarks block, respectively, for each document to indicate:

(1) The quantity of each item still required, and

(2) The quantity of each item received prior to receipt of the validation requests. A copy of the annotated listing/the annotated documents (strike out one) should be transmitted by priority mail to this activity to arrive no later than enter date, which is 35 calendar days prior to the supply source response due date.

AP1.20.4. Acknowledge receipt of the enclosed MOV Request documents by insertion

of the date and signature below and return of the correspondence to the installation.

Enclosures

1. MOV Request documents
2. Listing of Request documents (as applicable)

(ACKNOWLEDGMENT OF RECEIPT)

Above MOV Request documents were received

_______________________________

(Date)

_______________________________

(Signature)

# AP1.21. APPENDIX 1.21

## REPORT OF VALIDATION OF MATERIEL OBLIGATIONS

| | | |
|---|---|---|
| 1. Total overage Materiel obligations referred for validation (includes those forwarded by USAF bases to ALCs): | | |
| a. U.S. Forces | Number | Value[1] |
| b. FMS and Grant Aid | Number | Value[2] |
| 2. Total cancellations requested by the requisitioner. | Number | Value[3] |
| 3. Total canceled by the logistics system as a direct result of the above requests:[4] | | |
| a. U.S. Forces | Number | Value[5] |
| b. FMS and Grant Aid | Number | Value[6] |
| 4. Percentage of accomplishment (Line 3 divided by Line 2). | Percent | Percent |
| 5. Materiel Obligation Validation requests to which the requisitioner did not respond (requisitioner failed to acknowledge receipt of requests; did not confirm that materiel obligation should be retained; and did not request suspension of automatic cancellations). | Number | Value[7] |

[1] All dollar values will be expressed in thousands.

[2] Ibid.

[3] Ibid.

[4] A materiel obligation shall not be counted as actually canceled until it is certified that the materiel will not be delivered to the requisitioner; for example, the affected elements of the logistics system have confirmed that shipment/procurement action has been stopped.

[5] All dollar values will be expressed in thousands.

[6] Ibid.

[7] Ibid.

| | | |
|---|---|---|
| 6. Total canceled by the logistics systems due to nonresponse:[8] | | |
| a. U.S. Forces | Number | Value[9] |
| b. FMS and Grant Aid | Number | Value[10] |
| | | |
| 7. Percentage of accomplishment (Line 6 divided by Line 5) | Percent | Percent |
| | | |
| 8. Reinstatement requests received:[11,12] | | |
| Army | Number | Value[13] |
| Navy | Number | Value[14] |
| Air Force | Number | Value[15] |
| Marine Corps | Number | Value[16] |
| Other DoD | Number | Value[17] |
| | | |
| 9. Reinstatements accomplished:[18,19] | | |
| Army | Number | Value[20] |
| Navy | Number | Value[21] |
| Air Force | Number | Value[22] |
| Marine Corps | Number | Value[23] |
| Other DOD | Number | Value[24] |

[8] Ibid

[9] Ibid.

[10] Ibid.

[11] Reinstatement requests received are measured from the ending of the prior MOV cycle to the ending date of the current MOV cycle. This report reflects cycle reinstatements.

[12] Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

[13] All dollar values will be expressed in thousands.

[14] Ibid.

[15] Ibid.

[16] Ibid.

[17] Ibid.

[18] Reinstatement requests received are measured from the ending of the prior MOV cycle to the ending date of the current MOV cycle. This report reflects cycle reinstatements.

[19] Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

[20] All dollar values will be expressed in thousands.

[21] Ibid

[22] Ibid

[23] Ibid

[24] Ibid

# AP1.22. APPENDIX 1.22

## ABBREVIATED MESSAGE ASSET REPORT, ETC. (MATERIEL RETURNS PROGRAM)

FROM: {INSERT ADDRESS OF INITIATOR}

TO: {INSERT ADDRESSEE}

SUBJECT: MILSTRIP ASSET REPORT

FTE/SMS/2/5910001882725/EA/53188/FB2300/1221/001/Blank/FM2300/J/6C/Blank/3AA/ Blank/Blank/DPK/Blank/A/Blank

NOTE: The above example applies equally to other MRP formats by indicating applicable document identifier code (DIC) and data content displayed in this Appendix.

**SAMPLE**

# AP1.23. APPENDIX 1.23

## MASS OR UNIVERSAL CANCELLATION MESSAGE

FROM: {APPROPRIATE INDICATOR OF SENDER}

TO: {INSERT ADDRESSEE(S)}

INFO: {INSERT ADDRESSEE(S)}

SUBJECT: MASS OR UNIVERSAL CANCELLATION REQUEST

1. REQUESTED BY: {ENTER OFFICE SYMBOL OF REQUESTOR (FROM)}.

2. CONSIGNEE: {ENTER “N/A” OR APPLICABLE DODAAC(S) TO BE CANCELLED}.

3. EFFECTIVE DATE: {ENTER ORDINAL DAY OF YEAR THAT CANCELLATION ACTION IS TO BE IMPLEMENTED}.

4. PRIORITY DESIGNATOR: {ENTER “N/A” OR APPLICABLE PD(S) TO BE CANCELLED}.

5. FSC, FSG, NSN, P/N: {ENTER “N/A” OR FSC, FSG, NSN, P/N TO BE CANCELLED}.

6. PROJECT CODES(S): {ENTER “N/A” OR PROJECT CODE(S) TO BE CANCELLED}.

7. SPECIAL INSTRUCTIONS: {ENTER “N/A” OR APPLICABLE ENTRY FROM CHAPTER 8, 1.5. FOR MASS CANCELLATIONS, ENTER “NONE” FOR UNIVERSAL CANCELLATIONS}.

NOTE: All paragraph headings are mandatory entries. The Department of Defense activity address code (DoDAAC) is a mandatory entry in Paragraph 2 above, when data is entered in Paragraph 4 or 5.

**SAMPLE**

# AP1.24. APPENDIX 1.24

## DEFENSE LOGISTICS MANAGEMENT STANDARDS/LEGACY MILSTRIP REVISION IMPLEMENTATION REPORT

**STATUS REPORT**

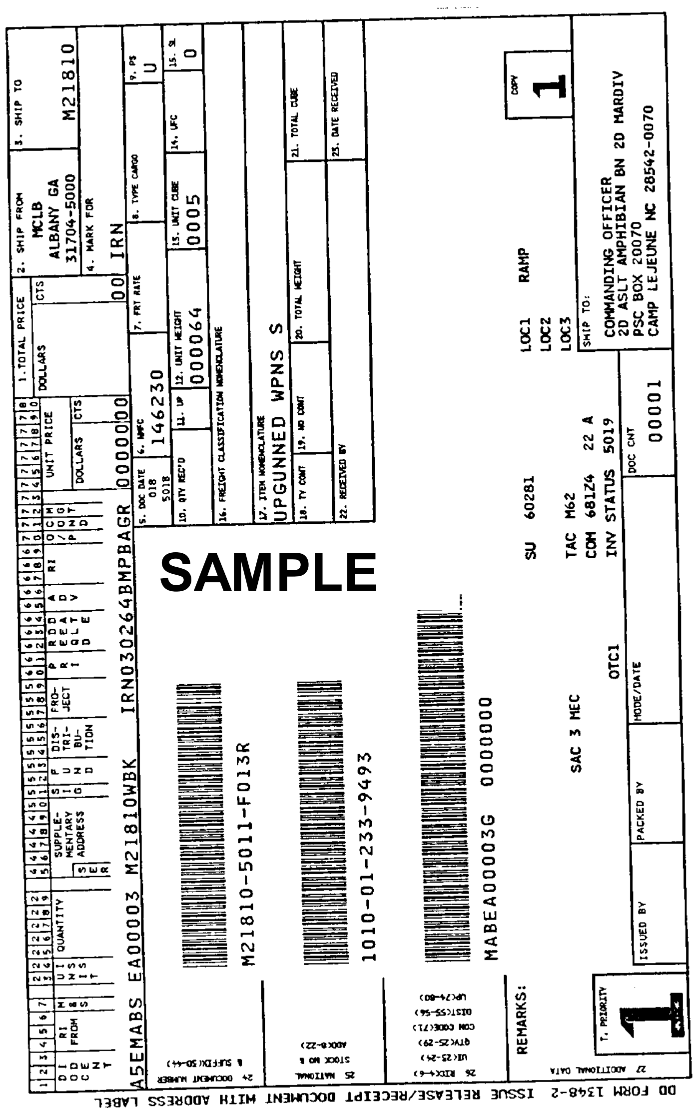
**APPROVED MILSTRIP CHANGES/APPROVED DLMS CHANGES**

APPROVED MILSTRIP CHANGE/APPROVED
DLMS CHANGE NO:______________ AS OF: __________________

STATUS: (Provide narrative as to current status and whether effort is on target. Address any problems that may prevent meeting the implementation date and planned action to recover. Final report should include S/A implementing publication number/system identification/subsystem identification, as applicable.)

# AP1.25. APPENDIX 1.25

## ISSUE RELEASE/RECEIPT DOCUMENT LASER PRINTED FORM WITH LOGMARS BAR CODING[1]



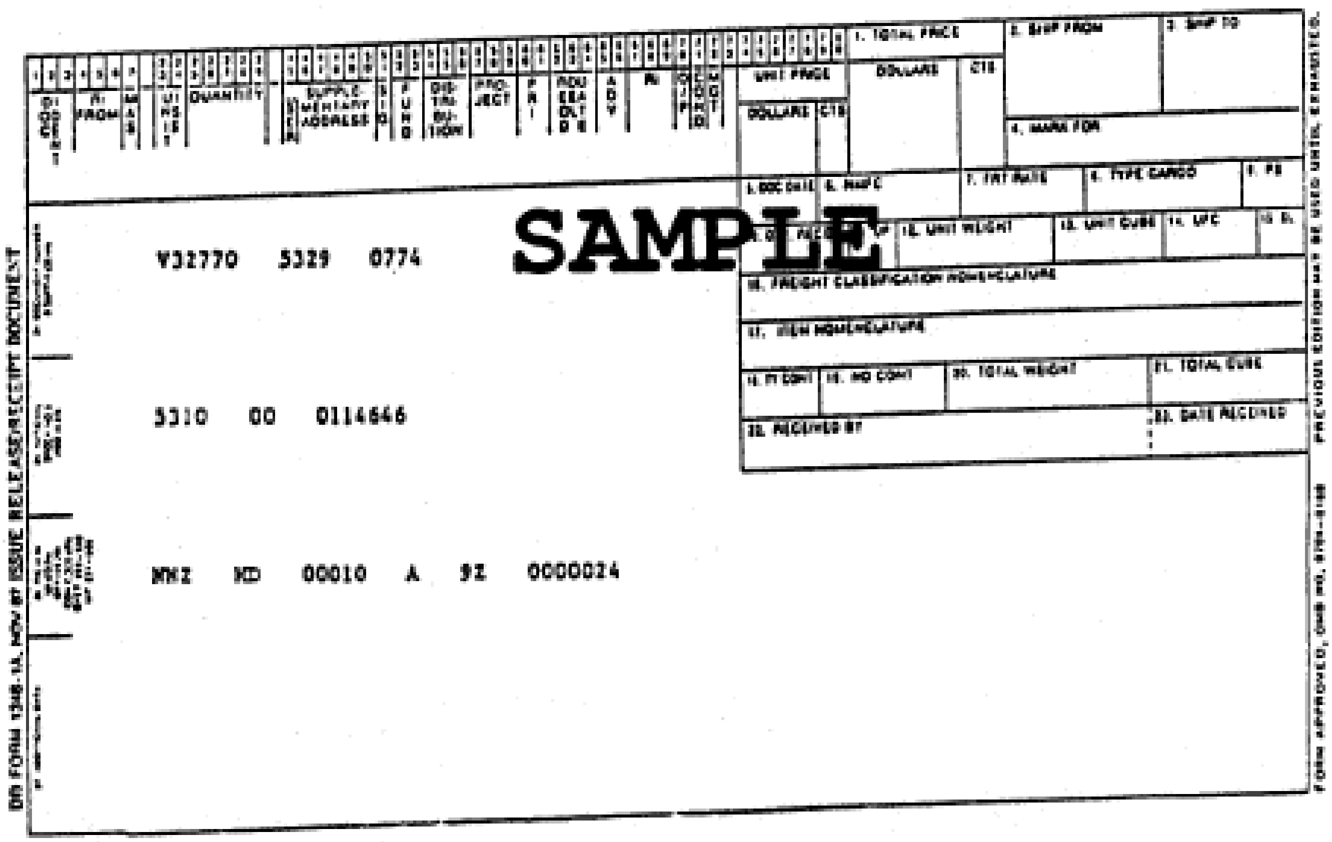

[1] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

# AP1.26. APPENDIX 1.26

RESERVED

# AP1.27. APPENDIX 1.27

## ISSUE RELEASE/RECEIPT DOCUMENT (IRRD) PREPRINTED FORM WITHOUT LOGMARS BAR CODING DATA[1]



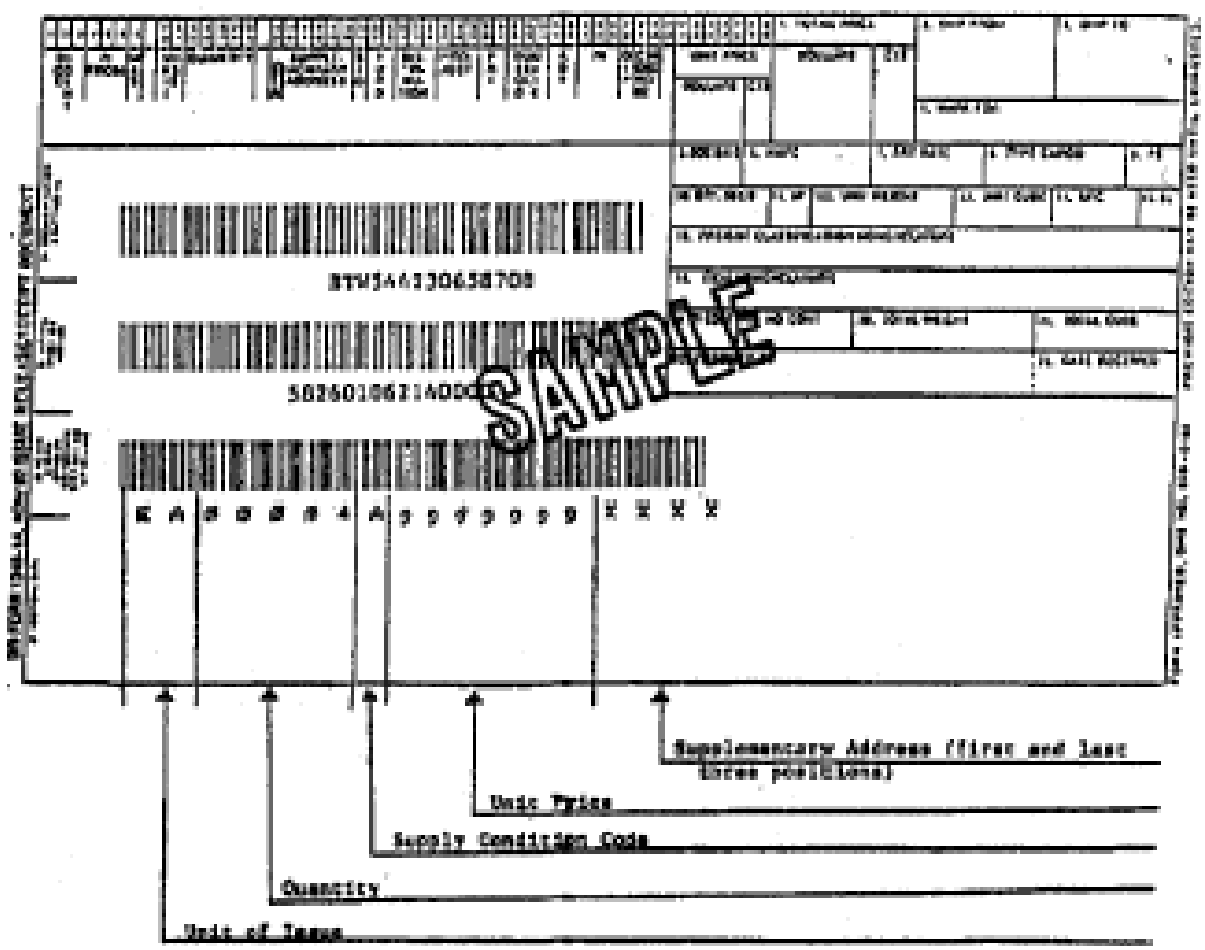

1 Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221, DLMS enhancement for communication of unit price and total price.

# AP1.28. APPENDIX 1.28

RESERVED

# AP1.29. APPENDIX 1.29

## ISSUE RELEASE/RECEIPT DOCUMENT LASER PRINTED FORM WITH LOGMARS BAR CODING FOREIGN MILITARY SALES[1]



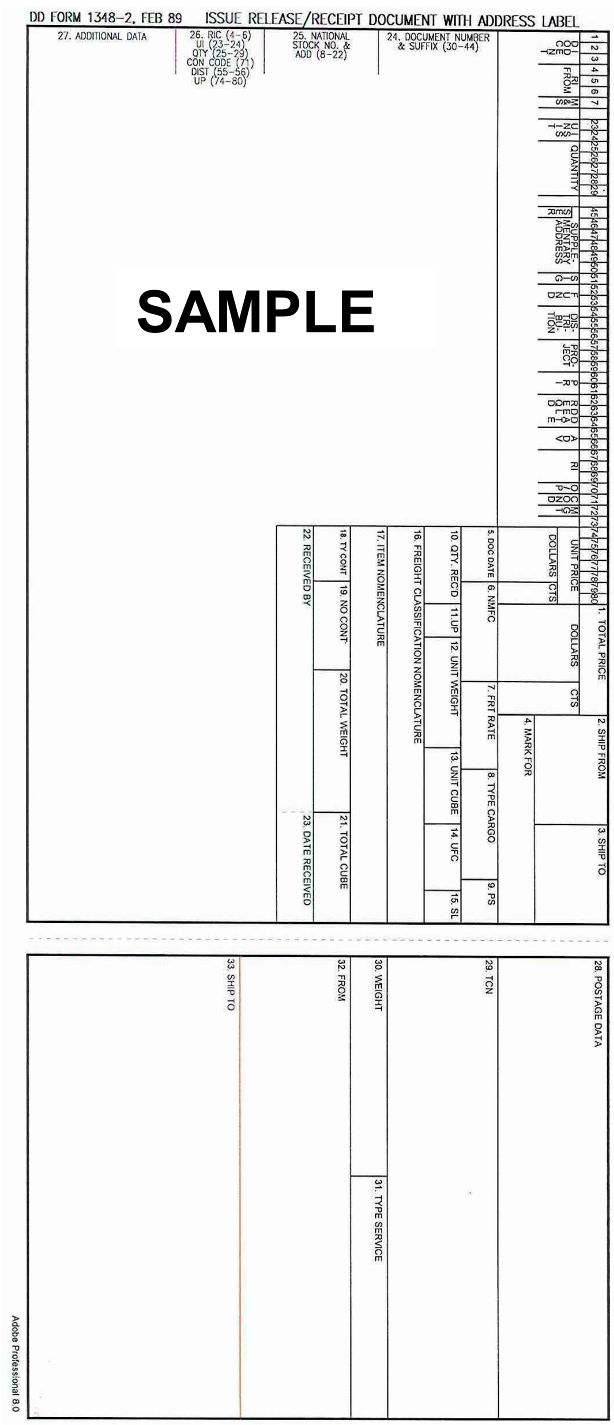

[1] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

# AP1.30. APPENDIX 1.30

RESERVED

# AP1.31. APPENDIX 1.31

## ISSUE RELEASE/RECEIPT DOCUMENT WITH ADDRESS LABEL


DD FORM 1348-2, FEB 89 ISSUE RELEASE/RECEIPT DOCUMENT WITH ADDRESS LABEL

27. ADDITIONAL DATA
26. RIC (4-6) UI (23-24) QTY (25-29) CON CODE (71) DIST (55-56) UP (74-80)
25. NATIONAL STOCK NO. & ADD (8-22)
24. DOCUMENT NUMBER & SUFFIX (30-44)

SAMPLE

1. TOTAL PRICE
2. SHIP FROM
3. SHIP TO
4. MARK FOR
5. DOC DATE
6. NMFC
7. FRT RATE
8. TYPE CARGO
9. PS
10. QTY. REC'D
11. UP
12. UNIT WEIGHT
13. UNIT CUBE
14. UFC
15. SL
16. FREIGHT CLASSIFICATION NOMENCLATURE
17. ITEM NOMENCLATURE
18. TY CONT
19. NO CONT
20. TOTAL WEIGHT
21. TOTAL CUBE
22. RECEIVED BY
23. DATE RECEIVED
28. POSTAGE DATA
29. TCN
30. WEIGHT
31. TYPE SERVICE
32. FROM
33. SHIP TO

# AP1.32. APPENDIX 1.32

## MESSAGE REQUEST FOR DEFENSE AUTOMATIC ADDRESSING SYSTEM MATERIEL OBLIGATION VALIDATION RESPONSE[1]

FROM: (ENTER APPROPRIATE AUTHORIZING MAJOR COMMAND (MACOM) OR THEATER/FLEET COMMANDER)

TO: DLA TRANSACTION SERVICES WRIGHT-PATTERSON AFB OH//

SUBJECT: REQUEST FOR DAAS TO PROVIDE MOV RESPONSE

THIS COMMAND REQUESTS THAT DAAS PROVIDE RESPONSES TO MOV REQUESTS FOR (ENTER NAME OF ACTIVITY TO INCLUDE DODAAC) FOR MOV CYCLE (ENTER APPROPRIATE CYCLE NUMBER FROM CHAPTER 7, TABLE C7.T1.) THIS REQUEST HAS BEEN APPROVED BY THE (ENTER MACOM OR FLEET/THEATER COMMANDER, AS APPROPRIATE).

THE ACTION OFFICER FOR THIS MESSAGE IS (ENTER THE NAME AND DSN TELEPHONE NUMBER OF RESPONSIBLE INDIVIDUAL HAVING KNOWLEDGE OF THIS REQUEST).

[1] Use of revised MOV temporary suspension procedures for selected activities last reported as not implemented by USMC. Refer to AMCL 37.

# AP1.33. APPENDIX 1.33

## QUARTERLY INTRANSIT TO DLA DISPOSITION SERVICES FIELD OFFICE REPORT[1]

AP1.33.1. A Quarterly Intransit To DLA Disposition Services Field Office Report is produced by DLA Disposition Services upon request. In addition, an annual report is produced at the end of each fiscal year that includes the previous four totals upon request. The report is in four parts:

AP1.33.1.1. Total DoD Summary.

AP1.33.1.2. Service Summary.

AP1.33.1.3. DoDAAC breakout (including further subdivision by DLA Disposition Services Field Office Routing Identifier Code (RIC).

AP1.33.1.4. A supplemental invalid DoDAAC report.

AP1.33.2. The report shall be distributed upon request. All copies of the reports are provided to the designated DoD Component MILSTRIP Focal Points. Further dissemination of the reports is the responsibility of each individual DoD Component.

AP1.33.3. The format of the report and the explanation of the derivation of the counts are as follows:

| QUARTERLY INTRANSIT TO DLA DISPOSITION SERVICES FIELD OFFICE REPORT | | | | | | | |
|---|---|---|---|---|---|---|---|
| Total DoD, Service, or DoDAAC (Clear-text name and address of the DoDAAC will be printed) | | | | | | | |
| | | AFX Generated | AFZ Generated | No Response to AFZ | | | Unresolved Discrepancies Moved to History |
| | Discrepancies Cleared | Advice Code | Advice Code | 30-60 Days | 60-90 Days | >90 Days | |
| Total Matches | ASZ/AE3 – BF, DE, DF, DG, DH | 36 37 | 36 37 | 36 37 | 36 37 | 36 37 | 36 37 |
| Note: | 1. All columns show transaction totals and dollar totals. Dollars shall be shown in multiples of $100.00<br>2. Report prepared in hardcopy shall page break after each distinct record, i.e., after each DoDAAC or Service. | | | | | | |

[1] Establishing intransit control procedures for shipments to DLA Disposition Services Field Offices last reported as not implemented by USAF and USMC. Refer AMCL 158B.

AP1.33.4. Explanation of columns in the report:

AP1.33.4.1. Total Matches. Reflects a count of matching DIC AS3 transactions and DLA Disposition Services Field Office receipts. Physical security/controlled inventory item totals required an exact quantity match. All other items require a quantity match within $800 of an exact match.

AP1.33.4.2. Discrepancies Cleared. Reflects a count of transactions received by DLA Disposition Services Field Offices in response to DIC AFX and AFZ follow-ups, subdivided by type of response; DIC ASZ or DIC AE3 with Status Code BF, DE, DF, DG, or DH.

AP1.33.4.3. AFX Generated. Reflects a count of DIC AFX transactions generated during the period (quarter or fiscal year) by DLA Disposition Services, subdivided by the type of condition causing a mismatch between the DIC AS3 and the DLA Disposition Services Field Office receipt.

AP1.33.4.4. AFZ Generated. Reflects a count of the DIC AFZ transaction generated during the period (quarter or fiscal year) by DLA Disposition Services, subdivided by type of condition causing a mismatch between the DIC AS3 and the DLA Disposition Services Field Office receipt.

AP1.33.4.5. No response to AFZ. Reflects a count of the DIC AFZ transactions to which there has been no response, subdivided by number of days since the DIC AFZ transaction was generated prior to the report preparation cutoff date; further subdivided by type of condition causing a mismatch of the DIC AS3 and the DLA Disposition Services Field Office receipt.

AP1.33.4.6. Unresolved Discrepancies Moved to History. Count of the transactions (records) moved from the active file to history during the period (quarter of fiscal year) that has no resolution of the discrepant condition. Documents (records) are removed from the active file to history, one year from the date of receipt of the first transaction in the record (either a DIC AS3 or a DLA Disposition Services Field Office receipt transaction).

# AP1.34. APPENDIX 1.34

## UNAUTHORIZED PRIORITY DESIGNATOR ASSIGNMENT REPORT

AP1.34.1. The Unauthorized Priority Designator Assignment Report is produced by DLA Transaction Services to identify suspected abuse of priority designator (PD) assignment. This report also provides visibility of requisitions downgraded automatically by DLA Transaction Services during requisition processing based upon Service/Agency authorization. See Appendix 2.14 for detailed discussion on appropriate PD assignment and validation procedures. The report is prepared monthly. Summary sections, Parts I, II, IV, and V, are also available quarterly and annually. The report is in seven parts.

AP1.34.1.1. Part I - Service/Agency Summary of Requisitions Submitted Through Defense Automatic Addressing System (DAAS).

AP1.34.1.2. Part II – (DoD Activity Address Code (DoDAAC) Summary by Service/Agency of Requisitions Submitted Through DAAS

AP1.34.1.3. Part III - Requisition Detail by DoDAAC of Requisitions Submitted Through DAAS

AP1.34.1.4. Part IV - Service/Agency Summary of Requisitions NOT Submitted Through DAAS

AP1.34.1.5. Part V - DoDAAC Summary by Service/Agency of Requisitions NOT Submitted Through DAAS

AP1.34.1.6. Part VI - Requisitions Detail by DoDAAC of Requisitions NOT Submitted Through DAAS

AP1.34.1.7. Part VII - Requisitions Detail by DoDAAC of Requisitions Downgraded to a Lower Priority by DAAS

AP1.34.2. The report is available for review or downloading through Internet access to the DLA Transaction Services website[1] after the 5th of the month.

[1] DLA Transaction Services now requires a user ID and logon to gain access to their various reports and services; such as, the Unauthorized Priority Designator Assignment Report, DoDAAC queries, fund codes, Routing Identifier Codes (RIC), Military Assistance Program Address Codes (MAPAC), Military Standard Billing System (MILSBILLS) reports, and other information. If you do not currently have an approved access (user id and password) please complete a request for access by going to the following DLA Transaction Services website: https://www.transactionservices.dla.mil/sar/warning.asp

AP1.34.3. The format of the report and the explanation of the contents are as follows:

| UNAUTHORIZED PRIORITY DESIGNATOR ASSIGNMENT<br>PART I - SERVICE/AGENCY SUMMARY OF REQUISITIONS<br>SUBMITTED THROUGH DAAS | | | | | | | |
|---|---|---|---|---|---|---|---|
| | | JUN 1, 2001-<br>JUN 30, 2001 | | | MAR 1, 2001-<br>MAY 31, 2001 | | |
| | | # OF AACS | # OF REQNS | # OF REQNS DWNGD | # OF AACS | # OF REQNS | # OF REQNS DWNGD |
| MILITARY SERVICE | ARMY | 82 | 888 | 648 | 109 | 4,743 | 1,700 |
| | NAVY | 74 | 1,990 | 1,806 | 122 | 7,628 | 2,586 |
| | AIR FORCE | 49 | 550 | 299 | 57 | 2016 | 344 |
| | MARINES | 10 | 52 | 46 | 12 | 125 | 14 |
| | SUB-TOTAL | 215 | 3,480 | 2,799 | 300 | 14,512 | 4,644 |
| AGENCY/OTHER | GSA | 26 | 165 | 39 | 44 | 391 | 45 |
| | FAA | 1 | 1 | 1 | 0 | 0 | 0 |
| | DLA | 2 | 12 | 10 | 3 | 160 | 19 |
| | COAST GUARD | 8 | 49 | 49 | 16 | 128 | 128 |
| | OTHER | 7 | 217 | 23 | 11 | 867 | 267 |
| | SUB-TOTAL | 44 | 444 | 122 | 74 | 1,546 | 385 |
| SECURITY ASSISTANCE | ARMY | 0 | 0 | 0 | 0 | 0 | 0 |
| | NAVY | 0 | 0 | 0 | 0 | 0 | 0 |
| | AIR FORCE | 0 | 0 | 0 | 4 | 19 | 19 |
| | MARINES | 0 | 0 | 0 | 0 | 0 | 0 |
| | DLA | 0 | 0 | 0 | 3 | 30 | 30 |
| | SUB-TOTAL | 0 | 0 | 0 | 7 | 49 | 49 |
| GRAND TOTAL | | 259 | 3,924 | 2,921 | 381 | 16,107 | 5,075 |

| UNAUTHORIZED PRIORITY DESIGNATOR ASSIGNMENT<br>PART II - DODAAC SUMMARY BY SERVICE/AGENCY OF REQUISITIONS | | | | | | | | |
|---|---|---|---|---|---|---|---|---|
| REPORT PERIOD: Jun 1, 2001 - Jun 30, 2001<br>PREVIOUS PERIOD: Mar 1, 2001 - May 31, 2001 | | | | | | | | |
| SERVICE/AGENCY=ARMY | | | | | | | | |
| | REPORT | PERIOD | STATS | | PREVIOUS | PERIOD | STATS | |
| DODAAC | PD 01 | PD 04 | PD 11 | TOTAL REQNS | PD 01 | PD 04 | PD 11 | TOTAL REQNS |
| | | | | | | | | |
| CLOKX1 | 18 | 61 | 17 | 96 | 142 | 132 | 18 | 292 |
| W90M7W | 0 | 76 | 0 | 76 | 0 | 0 | 0 | 0 |
| W8124E | 5 | 25 | 45 | 75 | 805 | 34 | 107 | 946 |
| W81EWF | 0 | 66 | 0 | 51 | 0 | 77 | 0 | 77 |

| UNAUTHORIZED PRIORITY DESIGNATOR ASSIGNMENT<br>REPORT PERIOD: JUNE 1, 2001 - JUNE 30, 2001<br>PART III - REQUISITION DETAIL BY DODAAC OF REQUISITIONS SUBMITTED THROUGH DAAS | | | |
|---|---|---|---|
| **ARMY** | | | |
| DODAAC: AC1359 | NO. OF REQUISITIONSIDENTIFIED | 2 | |
| XU ASF EUSTIS<br>BLDG 2407<br>FELKER AAF<br>FORT EUSTIS VA 23604-5594 | | | |
| PD 01 NOT DOWNGRADED | | 2 | |
| A0DHM0F1501ANL1002 EA00001AC135911780001N | | DNS | 01 |
| A0DHM0F1501ANL1005 EA00001AC135911780002N | | DNS | 01 |

AP1.34.4. Explanation of data in report.

AP1.34.4.1. Requisition data displayed in this report is selected in accordance with the validation process described under appendix AP2.14, paragraph AP2.14.4. Parts IV/V/VI repeat the earlier display format; however, the source of data is the requisition image transaction provided to DLA Transaction Services where an

alternative means of requisition submission has been used bypassing DLA Transaction Services validation; such as, Defense Supply Expert System (DESEX) input.

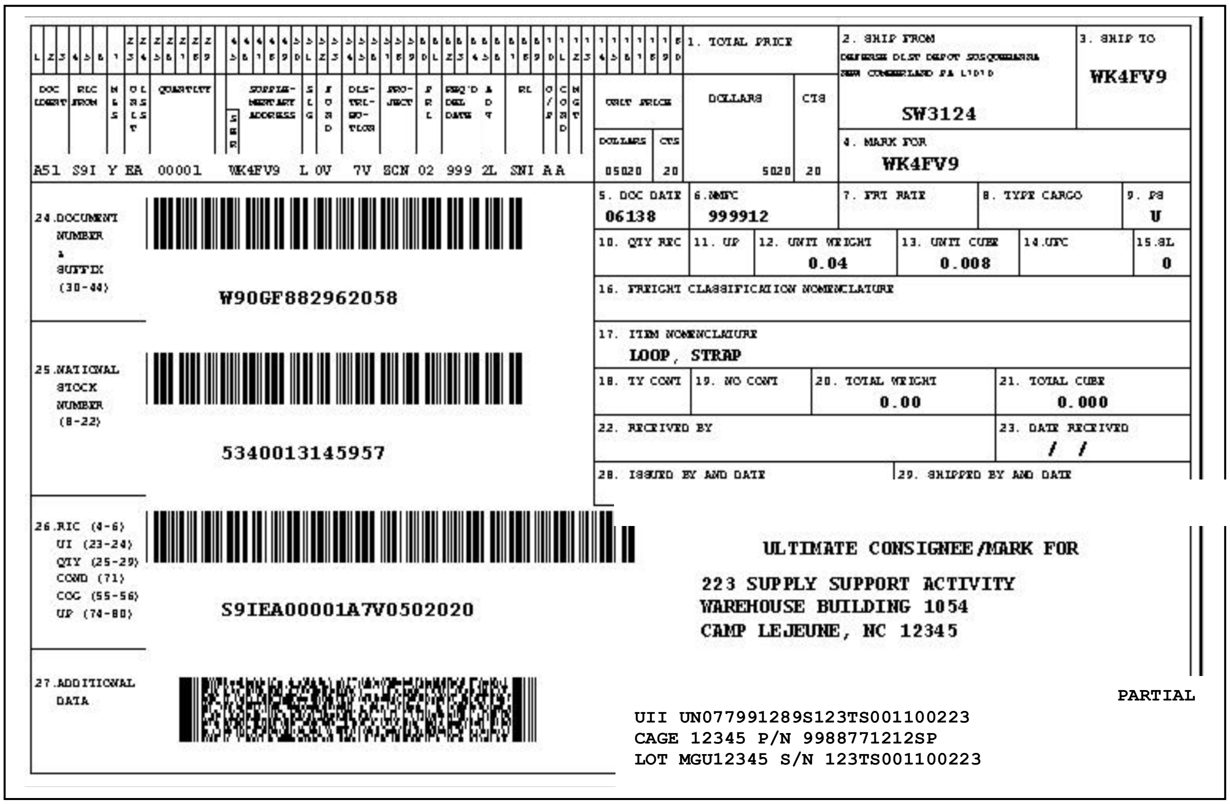
AP1.34.4.2. Report data is sorted in descending order by number of requisitions. Summaries and transaction display are grouped using DoDAAC identified in the requisition document number. Contractor and Security Assistance customers are grouped with the sponsoring Service/Agency. The annual report is prepared without prior quarter totals

AP1.34.4.3. Part VII identifies requisitions that have been subjected to automatic downgrading of the PD based upon DLA Transaction Services validation and S/A agreement. Transactions are grouped by PD and indicate in the header the original and modified PD assignment.

AP1.34.4.4. To support accurate monitoring of the “volume” of F/AD abuse, report logic eliminates “redundancy” by identifying only a single occurrence of abuse per requisition number. To determine the volume of abuse (vice transaction volume), requisition modifications, follow-ups, passing orders, referral orders, and requisition reinstatements are not included where the original requisition initiated the unauthorized PD assignment and was recorded in the DAAS database. If the original requisition is not recorded in the DAAS database or did not initiate the unauthorized PD assignment, the follow-on transaction is used to identify the suspected abuse. This report logic does not impact DAAS transaction edits that apply to all requisition-related transaction types.

# AP1.35. APPENDIX 1.35

## ISSUE RELEASE/RECEIPT DOCUMENT (IRRD) (DD FORM 1348-1A) WITH CODE 39 (THREE-OF-NINE) BAR CODES AND PDF417 TWO-DIMENSIONAL 2D BAR CODE


DOC IDENT | RIC FROM | M&S | UI | QUANTITY | SER | SUPPLEMENTARY ADDRESS | SIG | FUND | DISTRIBUTION | PROJECT | PRI | REQ'D DEL DATE | ADV | RI | O/P | COND | MGT
A51 S9I Y EA 00001 WK4FV9 L 0V 7V SCN 02 999 2L SNI A A
UNIT PRICE: DOLLARS 05020 CTS 20
1. TOTAL PRICE: DOLLARS 5020 CTS 20
2. SHIP FROM: DEFENSE DIST DEPOT SUSQUEHANNA NEW CUMBERLAND PA 17070 — SW3124
3. SHIP TO: WK4FV9
4. MARK FOR: WK4FV9
5. DOC DATE: 06138
6. NMFC: 999912
7. FRT RATE
8. TYPE CARGO
9. PS: U
10. QTY REC
11. UP
12. UNIT WEIGHT: 0.04
13. UNIT CUBE: 0.008
14. UFC
15. SL: 0
16. FREIGHT CLASSIFICATION NOMENCLATURE
17. ITEM NOMENCLATURE: LOOP, STRAP
18. TY CONT
19. NO CONT
20. TOTAL WEIGHT: 0.00
21. TOTAL CUBE: 0.000
22. RECEIVED BY
23. DATE RECEIVED: / /
24. DOCUMENT NUMBER & SUFFIX (30-44): W90GF882962058
25. NATIONAL STOCK NUMBER (8-22): 5340013145957
26. RIC (4-6) UI (23-24) QTY (25-29) COND (71) COG (55-56) UP (74-80): S9IEA00001A7V0502020
27. ADDITIONAL DATA
28. ISSUED BY AND DATE
29. SHIPPED BY AND DATE
ULTIMATE CONSIGNEE/MARK FOR
223 SUPPLY SUPPORT ACTIVITY
WAREHOUSE BUILDING 1054
CAMP LEJEUNE, NC 12345
PARTIAL
UII UN077991289S123TS001100223
CAGE 12345 P/N 9988771212SP
LOT MGU12345 S/N 123TS001100223

Notes:

1. Above sample is for illustration only. Implemented version may differ in placement and size of PDF417 2D bar code. The Code 39 linear bar code and PDF417 2D bar code requirements are described in this appendix.
2. For shipment quantities of two or more serialized items, in lieu of printing the PDF417 2D bar code in Block 27 of the DD Form 1348-1A, the continuation page will contain a single PDF417 2D bar code or multiple Macro PDF417 2D bar codes (as required by data volume) for the included data (see AP1.36).
3. Unit prices obtained via electronic interfaces that are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

AP1.35.1. <u>Code 39 Linear Bar Code Requirements</u>. The following encoded data are required on the DD Form 1348-1A.

AP1.35.1.1. Code 39 linear bar coded data with human-readable interpretation for issue to Services/Agencies.

AP1.35.1.1.1. Document number and suffix assigned to the requisition for a maximum fifteen characters should be bar coded in Block 24.

AP1.35.1.1.2. Thirteen-digit national stock number (NSN) and two additional code values, as applicable, per Appendix 2.5.2, should be bar coded in Block 25. In the absence of the NSN, the manufacturer's CAGE and Part Number will be used up to a maximum of 15 characters.

AP1.35.1.1.3. Three character routing identifier code (RIC), two character unit of issue (UI) code, five digit zero filled quantity (QTY), one character supply condition code (COND), blank or last two characters of the distribution code field (DIST), and a seven digit or eleven digit zero filled unit price (UP) showing dollars and cents with no decimal bar coded in block 26. The bar code will have a fixed length of 20 or 24 characters to include leading zeros and spaces depending on the implemented version of the unit price annotation noted in Appendix 3.48. For transfers to DLA Disposition Services, Block 26 will not contain bar code data in accordance with Appendix 3.49.

AP1.35.1.2. Code 39 linear bar coded data, with human-readable interpretation requirements, for issue to FMS/Grant Aid customers.

AP1.35.1.2.1. Block 24. The document number and suffix assigned to the requisition up to a maximum fifteen characters should be bar coded.

AP1.35.1.2.2. Block 25. The thirteen digit national stock number (NSN) and two additional code values, as applicable, per Appendix 2.5.2, should be bar coded. In the absence of the NSN, the manufacturer's CAGE and part number will be used up to a maximum of 15 characters.

AP1.35.1.2.3. Block 26. The two character unit of issue (UI) code, five digit zero filled quantity (QTY), one character condition code (COND), a seven digit or eleven digit zero filled unit price (UP) showing dollars and cents with no decimal, and the first position and last 3 positions of supplementary address (SUPADD) should be bar coded. The bar code will have a fixed length of 19 or 23 characters to include leading zeros and spaces depending on the implemented version of the unit price annotation noted in Appendix 3.48.

AP1.35.1.3. The application of Code 39 linear bar codes on the DD Form 1348-1A should be in accordance with MHIA MH10.8.1, Annex A and MIL-STD-129 (as revised). The specific technical information provided in MILSTRIP is not intended to be compressive and should be used in conjunction with the MIL-STD 129. A data check character is not used. The following requirements and exceptions apply:

AP1.35.1.3.1. The height of the bar code should be at least 0.5 inches (12.7 mm); and height must be no less than 0.25 inches (6.3 mm) , regardless of the density (characters per inch/mm).

AP1.35.1.3.2. Blocks 24 and 25. The length of the bar code must not be greater than 4.0 inches (101.6 mm). Each bar code must have 15 characters. When there is an absence of any character(s) (less than 15) within these two bar codes, encoded spaces will be used as fillers (based upon specific encoded data element).

AP1.35.1.3.3. Block 26. The length of the bar code must not be greater than 4.5 inches (114.3 mm). Encoded spaces will be used as fillers for any unknown, or unencoded, data characters.

AP1.35.1.3.4. Block 27. The length of the bar codes must not be greater than 4.00 inches (101.6 mm) for serial numbers that may have up to 30 characters. The narrow element X-dimension should be at least 0.01 inches (.25mm) but will not be less than 0.007 inches (0.1778 mm) for these high-density bar codes. The wide to narrow ratio should be 3 to 1 but must not be less than 2 to 1.

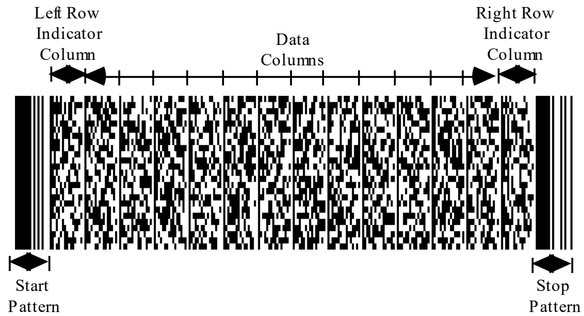
AP1.35.1.3.5. The ASCII characters encoded will consist of the standard uppercase characters, numbers, and symbols identified in ISO/IEC 16388, Table 1 (i.e.[A to Z][1 to 9][hyphen][period][space][ $ ][ / ][ + ][ % ][stop/start (*)]. The full ASCII 128 character set will not be used to encode information. Also, scanners and imagers will not be configured to decode the full ASCII 128 character set for linear (Code 39) bar codes.

AP1.35.1.4. The application of Code 39 linear bar codes must be in accordance with ISO/IEC 16388. Print quality, element width, and wide to narrow ratios must comply with ISO/IEC 15416 and MHIA MH10.8.1. The standard linear (Code 39) bar code density range should be from 3.0 to 9.4 characters per inch (CPI) (25.4 mm).

AP1.35.2. Programmer's Technical Summary for PDF417 2D Bar Code

AP1.35.2.1. Refer to ISO/IEC 15438 for detailed technical specifications for printing PDF417 2D bar codes. Refer to the ISO/IEC 15434 standard for the message syntax specifications within the PDF417 2D bar codes. Refer to the MH10.8.2 or ISO/IEC 15418 standards for the data qualifier semantics for message data within the PDF417 2D bar codes and refer to MIL-STD 129 (latest revision) for comprehensive guidance. For DoD assistance concerning the application of these standards contact the DOD AIT Office through the USTRANSCOM web site at http://www.ustranscom.mil/ait.

AP1.35.2.2. The PDF417 2D bar code used for shipping and receiving should be printed with no more than 12 data columns in width. The use of 13 to 18 data columns is allowed for inventory or supporting documentation applications (identification marking, ammunition/explosive marking, packing list, etc.) if smaller PDF417 2D bar codes cannot accommodate the increased data requirements. A PDF417 2D bar code includes a start pattern, a left row indicator column, one or more data columns, a right row indicator column, and a stop pattern.




AP1.35.2.3. The PDF417 2D bar code must not exceed 2.4 inches (61 mm) in height to include the surrounding minimum quiet zone.

AP1.35.2.4. The PDF417 2D bar code must have a minimum quiet zone of 0.04 inches (1 mm) above, below, to the left, and to the right.

AP1.35.2.5. The minimum narrow element dimension (X-dimension) must not be less than 0.01 inches (10 mils/.254 mm). For PDF417 2D bar codes up to 12 data columns, the X- dimension must not exceed 0.017 inches (17 mils/.432 mm). For 13 to 18 data columns, the X-dimension will not exceed 0.01 inches.

AP1.35.2.6. The PDF417 2D bar code must have a minimum row height of three times the width of the narrow element (X-dimension).

AP1.35.2.7. The PDF417 2D bar code will use error correction level 5.

AP1.35.2.8. The label should be designed so that two bar codes are not next to each other in the same horizontal plane unless the label is wide enough to reduce the possibility of interference with successful bar code scanning.

AP1.35.2.9. Data identifiers, that contain no information, should not be encoded in the PDF417 2D bar code.

AP1.35.2.10. The quality of the printed PDF417 2D bar code must meet a grade requirement of 2.5 (B) at the point of production when measured in accordance with ISO/IEC 15438 with a measurement aperture of 0.25 mm and an inspection wavelength of 660 ± 10 nm.

AP1.35.3. Data Format. The following table provides examples and explanations of the data stream for a PDF417 2D bar code.

AP1.35.3.1. Compliance Indicator (Column 1), shows the special formatting characters associated with the ISO/IEC 15434 data format. The Compliance Indicator will be the first three characters in the Message Header. The Compliance Indicator will be [)> (left bracket, right parenthesis, and greater than).

AP1.35.3.2. Separator/Trailer Characters (Column 2), which are non-printing ASCII control characters, show the separator or terminal code that is for that particular

part of the data stream. The Format Trailer Character (RS) will be used at the end of the Message Header (before a format series) and at the end of each format series of data (before the next series of data). The Data Element Separator (GS) separates data elements within each format series of the data table. The Message Trailer (EOT) identifies the end of the message within the data stream.

AP1.35.3.3. Format Header (Column 3) is a two-digit numeric identifier “06” or “07”that identifies the rules governing the message format for the data elements that follow.

AP1.35.3.4. Data Identifiers (DI) or Data Element Identifiers (DEI) Column 4) define data content within the message. DIs, for Format Header 06, pertain to American National Standards Institute (ANSI) authorized data elements. Refer to ANSI MH10.8.2, American National Standard for Material Handling, for additional information. DEIs, for Format Header 07, pertain to DoD authorized data elements.

AP1.35.3.5. Data Field (Column 5) contains an abbreviated description of the data field.

AP1.35.3.6. Data Format Type/Length (Column 6) contains indicators of whether the data is alpha and/or numeric and the length of the actual data represented by this field (e.g. an5). A convention of “an..25” means a variable length data string of up to 25 alphanumeric characters, where “an25” means a fixed length of precisely 25 alphanumeric characters. A convention of “an13..15” means a minimum of 13 characters and a maximum of 15 characters. The plus symbol (+) is used to show concatenated data fields within a DI/DEI string. Variable length fields are not zero-filled unless the information is extracted from an external data source that requires leading zeros. If a DI or DEI is used to encode data for multiple applications, several data formats may be described.

AP1.35.3.7. Sample Data (Column 7) contains sample data for the field indicated.

AP1.35.3.8. Total Characters (Column 8) reflects length of the data element separator + header/data element identifier + data field.

| Compliance Indicator | Separator / Trailer Characters | Format Header | Category/Description ANSI MH10.8.2 Format 06 Data Identifier (DI) or Format 07 Data Element Identifier (DEI) | Data Field (DoD Usage) | Data Format (Type/Length) | Sample Data (Compliance, Header, Identifier and Data) | Total Characters |
|---|---|---|---|---|---|---|---|
| [)> | | | | **Message Header Compliance indicator** | | [)> | 4 |
| | RS | **06** | | **Data Identifier Format (ANSI Standard)** | | 06 | 3 |
| | GS | | **12S**<br>Category 19, Traceability Number for an Entity: Document Number (internally assigned or mutually defined) | Document Number<br>Includes Suffix Code when applicable | an14..15 | 12SW90GF88296 20258 | 19 |
| | GS | | **N**<br>Category 14, Industry Assigned Codes: National/NATO Stock Number (NSN) | **National Stock Number (NSN) or Stock Identification Elements**<br>May reflect NSN, CAGE Code/part number, FSC, etc., as applicable. May also include associated coding, e.g., Type of Pack, USN Special Material Identification Code (SMIC) or USAF Materiel Management Aggregation Code (MMAC). This data content is analogous to the ***legacy*** MILSTRIP stock number field. ***When using this data field to identify an item byCAGE Code/part number, also use separate identifiers below for CAGE Code and part number.*** For unique item tracking or in support of DoD policy for the application of IUID in supply processes, use this identifier for the NSN and use separate identifiers listed below to uniquely identify a specific individual item. | an..15 | N5340013145957 | 17 |
| | GS | | **7Q**<br>Category 17, Measurement: Quantity, Amount, or Number of Pieces in the format: Quantity followed by the two character ANSI X12.3 Data Element Number 355 Unit of Measurement Code | **Quantity and Unit of Issue**<br>Do not include leading zeros<br>Staffing Note: Original footnote deleted; restricted quantity to 1. | an..5+an2 | 7Q1EA | 10 |
| | GS | | **V**<br>Category 22, Party to the Transaction: Supplier Code assigned by Customer | **Routing Identifier Code – Shipping Activity**<br>Identifies the RIC of the ***shipping activity*** (MILSTRIP ***legacy*** transaction rp 4-6). | an3 | ***SRR*** | 5 |
| | GS | | **7V**<br>Category 22, Party to the Transaction: Code assigned to a party which has financial liability for an entity or group of entities (e.g., owner of inventory) (mutually defined) | **Routing Identifier Code – ICP/IMM**<br>Identifies the RIC of the activity originating the MRO/LRO/DRO (MILSTRIP transaction rp 67-69). | an3 | 7VN32 | 6 |
| | GS | | **8V**<br>Category 22, Party to the Transaction: Customer Code assigned by Customer | **Distribution Cognizance Code**<br>Last two positions of DoD Distribution Code used for DD Form 1348-1A linear bar code data. | an2 | 8V7V | 5 |
| | GS | | **2R**<br>Category 18, Miscellaneous: Return code assigned by the Customer | **Condition Code** | an1 | 2RA | 4 |
| | GS | | **12Q**<br>Category 17, Measurement: Value followed by an ISO 4217 data element | **Unit Price** | n..9.n2+an3 | 12Q50.20USD | 19 |

| Compliance Indicator | Separator / Trailer Characters | Format Header | Category/Description ANSI MH10.8.2 Format 06 Data Identifier (DI) or Format 07 Data Element Identifier (DEI) | Data Field (DoD Usage) | Data Format (Type/Length) | Sample Data (Compliance, Header, Identifier and Data) | Total Characters |
|---|---|---|---|---|---|---|---|
| | | | code for representing unit of value of currencies and funds (e.g., 12Q2.50USD) (2.50 Monetary Value in USA Dollars) | Configured as 9 digits (whole dollars), decimal, and 2 digits (cents) followed by "USD" indicating U.S. dollars. Do not include leading zeros. | | | |
| | $^G{}_S$ | | **5Q**<br>Net Amount | **Repair Value**<br>For repair/return and repair/replace, include the estimated or actual unit cost. Configured as 9 digits (whole dollars), decimal, and 2 digits (cents). Do not include leading zeros. Do not suffix the value with "USD". | n..9.n2<br>Value is in U.S. dollars. | 5Q1500.00 | 15 |
| | $^G{}_S$ | | **5P**<br>Category 16, Item Information: Freight Classification Item Number assigned by Carrier for purposes of rating hazardous materials (e.g., Motor Freight, Air, Boat, Rail Classification) | **National Motor Freight Classification Commodity Number** | n6 | 5P999912 | 9 |
| | $^G{}_S$ | | **25S**<br>Category 19, Traceability Number for an Entity: Identification of a party to a transaction assigned by a holder of a Company Identification Number (CIN) and including the related Issuing Agency Code (IAC) in accordance with ISO/IEC 15459 and its registry, structured as a sequence of 3 concatenated data elements: IAC, followed by CIN, followed by the supplier assigned serial number that is unique within the CIN holder's domain (See MH10.8.2 Annex C.11) | **Unique Item Identifier (UII).**<br>The unique identification assigned by the supplier or DoD to an entity for its lifetime | an..50<br>Decreased to 50 to match UII registry | 25SD12345123TS 001100223 | 54 |
| | $^G{}_S$ | | **S**<br>Category 19, Traceability Number for an Entity: Serial number or code assigned by the Supplier to an entity for its lifetime, (e.g., computer serial number, traceability number, contract tool identification) | **Serial Number**<br>The item's serial number used for tracking under a UIT program or in support of DoD policy for the application of IUID in supply processes. | an..30 | S123TS00110022 3 | 32 |
| | $^G{}_S$ | | **1T**<br>Category 20, Traceability Number for Groups of Entities: Traceability Number assigned by the Supplier to identify/trace a unique group of entities (e.g., lot , batch , heat) | **Batch/Lot Number**<br>Assigned by the supplier (or DoD) to identify/trace a unique group of entities, (e.g. lot, batch, or production run). | an..25 | ITMGU12345 | 28 |
| | $^G{}_S$ | | **17V**<br>Category 22, Party to the Transaction: U.S. DoD CAGE Code | **Manufacturer ID Commercial and Government Entity Code (CAGE)**<br>The manufacturer's CAGE for the identified item. [Optional alternative manufacturer identification may be used by Component agreement only.<br>If Dun & Bradstreet Data Universal Numbering System (DUNS) number, use identifier 12V.<br>If GS1 Company Prefix code, use identifier 3V.] | an5<br>[n9]<br>[an7..10] | 17V1AAA9<br>[12V123456789]<br>[3V0614141] | 14 |
| | $^G{}_S$ | | **1P**<br>Category 16, Item Information: Item Identification Code assigned by Customer | **Part Number**<br>The part number currently used to identify this item. ***Use to supplement item identification when the item is otherwise identified (e.g., by NSN or local stock number) and when the combined CAGE code/part number is cited.*** | an..***32*** | 1P9988771212SP | ***35*** |

| Compliance Indicator | Separator / Trailer Characters | Format Header | Category/Description ANSI MH10.8.2 Format 06 Data Identifier (DI) or Format 07 Data Element Identifier (DEI) | Data Field (DoD Usage) | Data Format (Type/Length) | Sample Data (Compliance, Header, Identifier and Data) | Total Characters |
|---|---|---|---|---|---|---|---|
| | $^{G}{}_{S}$ | | **4R** Category 18, Miscellaneous: U.S. Department of Defense Identification Code (DoDIC) | **U.S. Department of Defense Identification Code (DoDIC)** The DoDIC currently used to identify this item. | an4 | 4RA576 | 7 |
| | $^{G}{}_{S}$ | | 11V Category 22, Party to the transaction: Ownership Code | **Ownership Code** The ownership code of the military Service or other activity having title to the assets | an1 | 11V5 | 5 |
| | $^{G}{}_{S}$ | | 7D Category 4, Date | **Serviceable Condition Expiration Date for Ammunition and Explosive (A&E)** Also known as Maintenance/Expiration/Next Inspection Due (M/E/N) Date. (MMYY). | n4 | 7D0217 | 7 |
| | $^{R}{}_{S}$ | **07** | | Format Indicator (ANSI Free Text) | n2 | 07 | 3 |
| | $^{G}{}_{S}$ | | **03** | **Project Code** | an3 | 03ZCN | 6 |
| | $^{G}{}_{S}$ | | **B6** | **DoD Distribution Code** Three-position field must reflect blanks as applicable. Blanks may be located in any position. | an3 | B6_7V | 6 |
| | $^{G}{}_{S}$ | | **27** | **Consignee DoDAAC** Reflects ship-to DoDAAC (Block 3) | an6 | 27WK4FV9 | 9 |
| | $^{G}{}_{S}$ | | **37Y** | **Ammunition Defect code**[1] | An6 | 37YNBNZ55 | 10 |
| | $^{G}{}_{S}$ | | **38** | **Nomenclature** | an..20 | 38LOOP, STRAP | 23 |
| | $^{G}{}_{S}$ | | **32** | **Required Delivery Date (RDD)** May reflect RDD in DDD format or special codes, e.g., expedited shipment and handling (Code 999), Not Mission Capable Supply (NMCS) (Code N__), etc. | an..3 | 32999 | 6 |
| | $^{G}{}_{S}$ | | **B7** | **Requisition Priority Designator (PD)** | n2 | B703 | 5 |
| | $^{G}{}_{S}$ | | **B8** | **Partial Shipment Indicator** | a1 | B8P | 4 |
| | $^{G}{}_{S}$ | | **81** | **Supplementary Address** Derived from rp 45-50 of the requisition | an6 | 81WK4FV9 | 9 |
| | $^{G}{}_{S}$ | | **H** Category 8, Name of Party: DI (H) is followed by the (Mark-for DoDAAC) followed by a (+) character followed by the EDIFACT Code List 3035 code value (UC) | **Mark-for Party DoDAAC** Reflects DoDAAC in MARK FOR (Block 4) | an6+UC The (+UC) is encoded data | HW90GF8+UC | 10 |

[1] This row added as an administrative update; although this row is shown in ADC 1252 it was inadvertently not added in formal change 10

| Compliance Indicator | Separator / Trailer Characters | Format Header | Category/Description ANSI MH10.8.2 Format 06 Data Identifier (DI) or Format 07 Data Element Identifier (DEI) | Data Field (DoD Usage) | Data Format (Type/Length) | Sample Data (Compliance, Header, Identifier and Data) | Total Characters |
|---|---|---|---|---|---|---|---|
| | | | | The Mark-for DoDAAC may be used alone or in combination with a text element. In either case, the DoDAAC is separately encoded. Only one Mark-for DoDAAC may be used. | | | |
| | GS | | **H**<br>Category 8, Name of Party: DI (H) is followed by the (Mark-for RIC) followed by a (+) character followed by the EDIFACT Code List 3035 code value (UD) | **Mark-for Party RIC**<br><br>Reflects RIC in MARK FOR (Block 4)<br><br>The Mark-for RIC may be used alone or in combination with a text element. In either case, the RIC is separately encoded. Only one Mark-for RIC may be used. | an3+UD<br><br>The (+UD) is encoded data | HAER+UD | 7 |
| | GS | | **H**<br>Category 8, Name of Party: DI (H) is followed by the (Mark-for text) followed by a (+) character followed by the EDIFACT Code List 3035 code value (HK) | **Mark-for Party Text**<br><br>Reflects text other than DoDAAC or RIC in MARK FOR (Block 4)<br><br>The Mark-for text may be used alone or in combination with a DoDAAC or RIC element. In either case, the text is separately encoded without the DoDAAC or RIC. All 24 Mark-for text positions are available if a mark-for DoDAAC or a Mark-for RIC is not encoded. If a Mark-for DoDAAC is encoded separately, 17 positions are available for the clear text. If a Mark-for RIC is encoded separately, 20 positions are available for the clear text. When the Mark-for text is printed in combination with a DoDAAC or RIC, do not encode the printed slash (/). | an1..24+HK<br><br>The (+HK) is encoded data | HJohn Doe+HK | 28 |
| | RS<br>EOT | | | | | | 2 |

AP1.35.4 Encoding the Separator/Trailer Characters. The following table shows the encoded values that can be used for the non-printing ASCII control characters used as Element Separators.

Table of Hexadecimal and Decimal Values

| ASCII / ISO 646 | HEX | DEC |
|---|---|---|
| RS | 1E | 30 |
| GS | 1D | 29 |
| EOT | 04 | 04 |

AP1.35.5. PDF417 2D Bar Code Data Syntax

AP1.35.5.1. Common data for the IRRD item will be encoded in the ISO/IEC 15434 Format 06 and Format 07 syntax envelopes, as applicable.

AP1.35.5.2. For an IRRD quantity of one item, the Format 06 envelope may also be used to associate the format applicable item-specific data (e.g. serial number, UII, batch/lot, etc.) for the uniquely identified item. A single data qualifier or paired data qualifiers (e.g., UII (DI 25S), serial number (DI S), batch/lot (DI 1T)) may be used with the Format 06 envelope to identify and associate the serialized data for an item. The UII and serial number (used for tracking under a UIT program or in support of DoD supply policy for the application of IUID) will be encoded to based upon IUID Indicator Y when they are when machine readable and readily available, or when retrievable from the system generating the form. However, at a minimum, the serial number is required for a NSNs falling under a UIT program.

AP1.35.5.3. For IRDD quantities of two or more items, use the DD Form 1348-1A Continuation Page (see AP1.36).

Sample PDF417 2D bar code data stream:

[)>$^{RS}$06$^{GS}$12SW90GF8829620258$^{GS}$N5340013145957$^{GS}$7Q1EA$^{GS}$VS9I$^{GS}$7VN32$^{GS}$2RA$^{GS}$12Q050.20USD$^{GS}$5P999912$^{GS}$25SUN077991289674B36AB$^{GS}$S123TS001100223$^{GS}$1TMGU12345 $^{GS}$17V1AAA9 $^{GS}$ 1P9988771212SP$^{RS}$07$^{GS}$ 03ZCN$^{GS}$B6 7V$^{GS}$27WK4FV9$^{GS}$38LOOP, STRAP$^{GS}$32999$^{GS}$B702$^{GS}$B8P$^{GS}$81WK4FV9$^{RS}$$_{EOT}$

Sample PDF417 2D Bar Code

# AP1.36. APPENDIX 1.36

## ISSUE RELEASE/RECEIPT DOCUMENT (IRRD) (DD FORM 1348-1A or DD FORM 1348-2) CONTINUATION PAGE

***Example 1. This IRRD Continuation Page may be used for all commodities with the exception of ammunition and explosives (A&E). Due to unique data content, separate continuation page formats for A&E are shown on subsequent pages.***

27. Additional Data **CONTINUATION PAGE** PAGE: 1 OF 3

DOCUMENT NO. & SUFFIX: W90GF8829620258 QUANTITY & U/I: 00060EA

ID DATA INCLUDES UIIs (IF APPLICABLE)
Scan/rescan the Macro PDF417 symbols in any order to decode message

SERIAL NUMBERS
30-CHARACTER SERIAL NO EXAMPLE
A1B2C3234567890
A1B2C38
A1B2C39
A1B2C310
A1B2C36
A1B2C37
A1B2C3112345678
A1B2C33
A1B2C34
A1B2C35

**WAREHOUSE/SHIPPING INSTRUCTIONS:**

**OTHER INSTRUCTIONS:**

Note: ***Example 1*** is for illustration only and is not actual size. The sample shows only the first page of a multi-page set; the follow-on pages would show the listed serial number linear bar code information for the remaining items in the shipment.

***Example 2. This IRRD A&E Continuation Page is prepared as a separate document and must be attached to the DD 1348-1A.***

DD FORM 1348-1A ISSUE RELEASE/RECEIPT DOCUMENT A&E CONTINUATION PAE

**A&E CONTINUATION PAGE** **DOCUMENT NO. & SUFFIX: M132205212P001** Page 1 of 1

27.ADDITIONAL DATA

(LOT NUMBER AND QUANTITY)

TAC15L001-001 2

(SERIAL NUMBER)

25451T

(SERIAL NUMBER)

25461T

| | | |
|---|---|---|
| 28.ISSUED BY | | 29.DATE |
| 30.PACKED BY/DATE | | 31.DATE SHIPPED |
| 32.INSPECTED BY | | 33.DATE |
| 34.WAREHOUSE BY | | 35.DATE |
| 36.WHSE LOC TFS1 | 37.CAA | 38.NEW 7.58 |
| 39 TCN | | |
| 40.REMARKS APPROVED FOR TRANSFER: | | |
| 41.FIRST DEST ADDRESS W6TC 596TH USA TRANS SURF BDE TRANS SDAT OPT BLDG 101 6280 SUNNY POINT ROAD SE SOUTHPORT NC 28461-7800 | 42.SHIP TO ADDRESS 0001 CS HHC HHC X1 THTR SPT AMMO SUPPLY POINT KUWAIT CLASS V AL JALAIL ASP | |

***Note: Example 2 is an illustration only and is not actual size. The sample reflects A&E Continuation Page for the DD Form 1348-1A prepared as a separate document.***

***Example 3. This IRRD A&E Continuation Page displayed on a single page with the DD 1348-1A.***

DD FORM 1348-1A, JUL 91 (EG) ISSUE RELEASE/RECEIPT DOCUMENT

| | |
|---|---|
| 1. TOTAL PRICE | |
| UNIT PRICE: DOLLARS / CTS | DOLLARS / CTS |
| 2. SHIP FROM | W53XMD CRANE ARMY AMMUNITION ACTIVITY 300 HWY 361 CRANE, IN 47522-5009 |
| 3. SHIP TO | M13220 |
| 4. MARK FOR | |
| 5. DOC DATE | 16119 |
| 6. NMFC | 6430 |
| 7. FRT RATE | RAIL |
| 8. TYPE CARGO | 42712 |
| 9. PS | 1 |
| 10. QTY. REC'D | 2 |
| 11. UP | 1 |
| 12. UNIT WEIGHT | 12.5 |
| 13. UNIT CUBE | 1.82 |
| 14. UFC | |
| 15. SL | |
| 16. FREIGHT CLASSIFICATION NOMENCLATURE | UN#001 UN 0181 PSN: ROCKETS 1.1E PG II |
| 17. ITEM NOMENCLATURE | HA29 ROCKET, HIGH EXPLOSIVE |
| 18. TY CONT | PL |
| 19. NO CONT | 1 |
| 20. TOTAL WEIGHT | 25LBS |
| 21. TOTAL CUBE | 2.364 FT |
| 22. RECEIVED BY | |
| 23. DATE RECEIVED | |

24. DOCUMENT NUMBER & SUFFIX (30-44): N39966 6113 QC99 XXX

25. NATIONAL STOCK NO. & ADD (8-22): 1340014977630

26. RIC (4-6) UI (23-24) QTY (25-29) CON CODE (71) DIST (55-56) UP (74-80): BB2 EA 00021 N 2T 0147800

27. ADDITIONAL DATA

Shipment is a United States Munitions List (USML) Item. Shipment is property of the U.S. Government. Title remains with U.S. Government. Ultimate end user is agency of U.S. Government (Dept. of Defense). Not intended for introduction to commercial economy. Shipment is for the exclusive end use of U.S. Military Forces.

PREVIOUS EDITION MAY BE USED

DD FORM 1348-1A ISSUE RELEASE/RECEIPT DOCUMENT A&E CONTINUATION PAGE

**A&E CONTINUATION PAGE DOCUMENT NO. & SUFFIX: M132205212P001** Page 1 of 1

*27.ADDITIONAL DATA*

(LOT NUMBER AND QUANTITY)

TAC15L001-001 2

(SERIAL NUMBER)

25451T

(SERIAL NUMBER)

25461T

| | |
|---|---|
| *28.ISSUED BY* | *29.DATE* |
| *30.PACKED BY/DATE* | *31.DATE SHIPPED* |
| *32.INSPECTED BY* | *33.DATE* |
| *34.WAREHOUSE BY* | *35.DATE* |
| *36.WHSE LOC* / *37.CAA* | *38.NEW* |
| *39 TCN* | |
| *40.REMARKS* *APPROVED FOR TRANSFER:* | |
| *41.FIRST DEST ADDRESS* | *42.SHIP TO ADDRESS* 2ND BN 3RD MARINES UDP EAST SUPPLY OFFICER MF 2ND BN 3RD MAR SUPO UDP EAST BLDG 1094 TEL 808 257 5284 |

*COMPLETE 2-D BARCODE*

***Note: Example 3 is an illustration only and is not actual size. It is acceptable for AIT systems to print both the 1348-1A and the continuation page on a single page***

***when space permits. The sample reflects the 1348-1A and A&E Continuation Page printed on a single page.***

AP1.36.1. IRRD (DD 1348-1A or DD Form 1348-2) Continuation Page. ***There are two unique continuation pages addressed in AP1.36, the standard continuation page used with all commodities other than A&E, and a continuation page specific to A&E. The A&E continuation page may be produced by AIT systems either on the same page as the 1348-1A if space permits, or separately.*** When the continuation page is used as an extension of the IRRD Block 27, it will contain the following minimum data:

AP1.36.1.1. Continuation Page (Title).

AP1.36.1.2. Document Number and suffix (from requisition/shipment).

AP1.36.1.3. Quantity Shipped and Unit of Issue (processed for shipment).

AP1.36.1.4. Page number and total number of continuation pages.

AP1.36.1.5. PDF417 2D bar code or Macro PDF417 2D bar codes. See Appendix 1.35 for included data elements, their respective data identifiers, and print quality requirements.

AP1.36.1.6. Code 39 linear bar codes with human-readable information. Each item's serial number used for tracking under a UIT program or in support of DoD policy for the application of IUID in supply processes, as applicable, will be printed and encoded with a Code 39 linear bar code. This requirement provides backward compatibility for distribution systems unable to decode the PDF417 2D bar code information. Each item will have no more than one encoded serial number; some items may not have a serial number (i.e., the item only has a UII or the item is not serialized). See AP1.36.4 for implementation business rules.

***AP1.36.1.7. Small Arms/Light Weapons (SA/LW) Turn-In.[1] If Block 27 of the IRRD does not provide sufficient space for listing missing parts associated with a partial/incomplete weapon turned-in under the whole item NSN, provide a missing parts list on, or attached to, the continuation page. If the shipment includes multiple weapons, list missing parts under the serial number of the applicable weapon. In lieu of listing the missing parts, the owning Component may authorize including a signed statement in Block 27 or the attached continuation page certifying that the weapons have missing parts. Provide name and contact information of the authorizing official. If prepared electronically, provide a digital signature.***

***[1] Refer to ADC 1175.***

***AP1.36.2. <u>A&E Continuation Page</u>. A&E Continuation Page unique content requirements numbered 28 through 42. Associated numbers to block titles and description may vary based on AIT system and service unique requirements:***

***Note: When supported by AIT, electronic signatures are preferred for blocks requiring signatures.***

| Block(s) | Block Title | Entry Description |
|---|---|---|
| 28 | Issued/Picked By | Signature of individual from the originating activity. |
| 29 | Date | Date Issued/Picked |
| 30 | Packaged By/Date | Crew Supervisor/Individual responsible for prepping materiel Signature and date |
| 31 | Date Shipped | Date the shipment departs originating activity |
| 32 | Inspected By | (Mandatory) Signature of individual from the originating activity performing final inspection |
| 33 | Date | Inspected Date |
| 34 | Warehoused By | Signature of the crew supervisor or individual responsible for stowage of the item at the completion of the receipt process. |
| 35 | Date | Warehoused Date |
| 36 | Warehouse Location | Storage/staging location of the item. Normally expressed as a building number or area number. May reflect multiple locations as applicable. Different locations will be separated by a comma between locations |
| 37 | CAA | Competent Authority Approval (CAA), the CAA number for those items that require a CAA document to accompany the shipment |
| 38 | NEW | Net Explosive Weight of items covered by the 1348-1A. |
| 39 | TCN | Transportation Control Number associated with the shipment. |
| 40 | Remarks | Remarks (Approval for transfer) |
| 41 | First Destination Address | Department of Defense Activity Address Code (DoDAAC) and associated shipping address for the first destination. This block is associated with items shipped “For Further Transfer (FFT)” |
| 42 | Ship-To Address | Shipping address associated with the Ship-To DoDAAC in cBlock 3. |

AP1.36.***3***. <u>Code 39 Linear Bar Code Business Rules</u>. Format requirements for the DD Form 1348-1A Continuation Page applications are:

AP1.36.***3***.1. The minimum bar height should be at least 0.50 inches (12.7 mm), but must not be less than 0.25 inches (6.3 mm.).

AP1.36.***3***.2. The space provided on the continuation page must be able to encode up to 30 characters for the serial number and the bar code should not exceed 4 inches in length.

AP1.36.***3***.3. The narrow element X-dimension should be at least 0.010 inches (0.25 mm) but must not be less than 0.007 inches (0.18 mm) for these high density bar codes. The wide to narrow ratio should be 3 to 1 but must not be less than 2 to 1.

AP1.36.***3***.4. The quality of the printed bar code must meet a grade requirement of 1.5(C) at the point of production when measured in accordance with ISO/IEC 15416 with a measurement aperture of 0.25 mm and an inspection wavelength of 660±10 nm.

AP1.36.***3***.5. The ASCII characters encoded will consist of the standard uppercase characters, numbers, and symbols identified ISO/IEC 16388, Table 1. The full ASCII 128 character set will not be used.

AP1.36.***4***. Common data for all of the IRDD items will be encoded in the PDF417 (or Macro PDF417) 2D bar code's first ISO/IEC 15434 Format 06 and Format 07 envelopes, as applicable.

AP1.36.***5***. UIIs and serial numbers (including batch/lot number when required for tracking) will be encoded and linked together to support DoD supply policy based upon IUID Indicator Y when they are machine readable and readily available, or when retrievable from the AIS generating the form. However, at a minimum, the serial number is required for NSNs falling under a UIT program.

AP1.36.***5***.1. One item. If the continuation page is used for an IRDD quantity of one serialized item, the first Format 06 envelope may also be used to associate item-specific data for the uniquely identified item. A single data qualifier or a single set of data qualifiers (e.g., UII (DI 25S), serial number (DI S), batch/lot (DI 1T)) may be used with the Format 06 envelope to identify and associate the serialized data for an item.

AP1.36.***5***.2. Two or more items. For an IRDD quantity of two or more serialized items, an additional Format 06 envelope (one per item) will be used for each item to encode item-specific data (e.g., UII (DI 25S), serial number (DI S), batch/lot (1T)) for the uniquely identified item.

AP1.36.***5***.3. The example is for 40 items in an IRDD.

Sample PDF417 2D bar code (actual size)

[)>$^{RS}$06$^{GS}$12SW90GF8829620258$^{GS}$N5340013145957$^{GS}$7Q40EA$^{GS}$VS9I$^{GS}$7VN32$^{GS}$2RA$^{GS}$12Q050.20USD$^{GS}$5P9999
12$^{GS}$1TMGU12345$^{GS}$17V1AAA9 $^{GS}$1P9988771212SP$^{RS}$07$^{GS}$03ZCN$^{GS}$B6 7V$^{GS}$27WK4FV9$^{GS}$38LOOP,STRAP$^{GS}$329
99$^{GS}$B702$^{GS}$B8P$^{GS}$81WK4FV9$^{RS}$06$^{GS}$SVT45645$^{RS}$06$^{GS}$SVT45646$^{RS}$06$^{GS}$SVT45647$^{RS}$06$^{GS}$SVT45648$^{RS}$06$^{GS}$SVT456
49$^{RS}$06$^{GS}$SVT45651$^{RS}$06$^{GS}$SVT45652$^{RS}$06$^{GS}$SVT45653$^{RS}$06$^{GS}$SVT45654$^{RS}$06$^{GS}$SVT45655$^{RS}$06$^{GS}$SVT45656$^{RS}$06$^{GS}$S
VT45657$^{RS}$06$^{GS}$SVT45658$^{RS}$06$^{GS}$SVT45659$^{RS}$06$^{GS}$SVT45660$^{RS}$06$^{GS}$SVT45661$^{RS}$06$^{GS}$SVT45662$^{RS}$06$^{GS}$SVT45663$^{RS}$
06$^{GS}$SVT45664$^{RS}$06$^{GS}$SVT45665$^{RS}$06$^{GS}$SVT45666$^{RS}$06$^{GS}$SVT45667$^{RS}$06$^{GS}$SVT45668$^{RS}$06$^{GS}$SVT45669$^{RS}$06$^{GS}$SVT4
5670$^{RS}$06$^{GS}$SVT45671$^{RS}$06$^{GS}$SVT45672$^{RS}$06$^{GS}$SVT45673$^{RS}$06$^{GS}$SVT45674$^{RS}$06$^{GS}$SVT45675$^{RS}$06$^{GS}$VT45676$^{RS}$06$^{GS}$S
674A3604$^{RS}$06$^{GS}$SVT45677$^{RS}$06$^{GS}$25S06141411A0B9C3D7$^{RS}$06$^{GS}$25SUN077991289674B36AA$^{RS}$06$^{GS}$25SUN0779
91289674B36AB$^{RS}$06$^{GS}$SVT45678$^{GS}$25SUN077991289674B36AC$^{RS}$06$^{GS}$S674A3605$^{GS}$25S06141411A0B9C3D8$^{RS}$
06$^{GS}$SMK98765$^{GS}$25SUN077991289674B36AD$^{RS}$$_{EOT}$

Linear Bar Code Sample Data Stream (above)

AP1.36.***6***. <u>PDF417 2D Bar Code Business Rules</u>. If only one PDF417 2D bar code is required to encode the information, it will be a standard PDF417 2D bar code and not a Macro PDF417 2D bar code. If two or more PDF417 2D bar codes are required, they must be Macro PDF417 2D bar codes. The PDF417 2D bar codes will be on the first page(s) of the continuation page to be followed by each item's serial number encoded with Code 39 linear bar codes.

AP1.36.***6***.1. Macro PDF417 2D bar codes will be used when the encoded data message file exceeds the capacity of a single PDF417 2D bar code. When space is exhausted in a PDF417 2D bar code's data capacity, the application program must begin using Macro PDF417 2D bar codes to encode the data content in multiple bar codes. There is no requirement to repeat shipment-related data in the next Macro PDF417 2D bar code; the Macro PDF417 2D bar codes are linked with codewords to derive a single transaction file. A full size 18 data column 2D bar code (PDF417 or Macro PDF417) can encode approximately 1100 characters at Error Level 5. The character capacity of the PDF417 2D bar code is based on a PDF417 2D bar code limit of 925 codewords, the compaction algorithm used to encode data in a codeword, and the PDF417 2D bar code's error correction level.

AP1.36.***6***.2. Macro PDF417 2D bar codes will be encoded and printed in accordance with ISO/IEC 15438.

AP1.36.***6***.3. Each Macro PDF417 2D bar code represents a segment of the whole file. To reconstruct the whole file, the segments need to be placed in the correct order. Each Macro PDF417 2D bar code is encoded with a control block of codewords that

facilitates this reassembly process after all the PDF417 2D bar codes have been scanned at least once in any sequence order.

AP1.36.***6***.4. Each receiving system used to scan Macro PDF417 2D bar codes will need to determine if the system scanner will operate in a buffered or unbuffered mode. As the Macro PDF417 2D bar codes are scanned, the de-packetizing function reconstructs the original message. If operating in buffered mode, the PDF417 2D bar code codeword de-packetizing function is in the scanner's decoder; if operating in unbuffered mode, it is in the receiving system decoder.

AP1.36.***6***.5. Decoders should provide a specific means whereby the processing of a given Macro PDF417 2D bar code control block file ID may be aborted, thus allowing the decoder to begin processing a different set of Macro PDF417 2D bar codes. This is necessary to prevent a deadlock condition should one or more Macro PDF417 2D bar codes of a given file ID be missing or undecodable.

AP1.36.***6***.6. To accommodate potentially unbuffered operations by some receiving systems, the segment count field in the control block will be encoded in each Macro PDF417 2D bar code to facilitate checking that all segments in a set of Macro PDF417 2D bar codes are received. The segment count field identifies the total number of Macro PDF417 2D bar codes in the distributed file.

AP1.36.***6***.7. The following is provided to describe the example Macro PDF417 2D bar code control block used for the continuation page Macro PDF417 2D bar codes shown in AP1.36.6. The codewords are encoded by software suites using different schemes; thus, the example only shows the numeric value of each codeword and not the actual syntax of how it is encoded.

- Continuation page example first Macro PDF417 2D bar code Control Block code words within the Macro PDF417 2D bar code's segment data structure are:

  (928) (111)(100) (129) (923)(001) (111)(002)

- Continuation page example second Macro PDF417 2D bar code Control Block codewords are:

  (928) (111)(101) (129) (923)(001) (111)(002) (922)

- The code-words represent the following controls:

  (928) = the tag identifier for the start of a macro control block

  (111)(100) = the modular math base 900 value for the 1st segment (00000)

  (111)(101) = the modular base 900 value for the 2nd segment (00001)

  (129) = the file ID assigned for the set of Macro PDF417 2D bar codes

  (923)(001) = the tag and field designator for the Segment Count field

  (111)(002) = the modular base 900 value for the Segment Count (00002)

  (922) = the tag identifier for the end of the last macro Control Block

AP1.36.**7**. Example Macro PDF417 2D Bar Codes. The following two Macro PDF417 2D bar codes from the continuation sample page are printed full size for system developer review. The two Macro PDF417 2D bar codes contain all of the linear bar coded information from the parent DD Form 1348-1A (or DD Form 1348-2), additional item identification detail, and the included UIIs and/or serial numbers. The annotations of ^(nnn) in the encoded strings below denote Macro PDF417 code words.

Macro PDF417 2D Bar Code Samples (actual size) from Continuation Page

[)>[RS]06[GS]12SW90GF8829620258[GS]N5340013145957[GS]7Q60EA[GS]VS9I[GS]7VN32[GS]2RA[GS]12Q050.20USD[GS]5P9999
12[GS]1TMGU12345[GS]17V1AAA9[GS]1P9988771212SP[RS]07[GS]03ZCN[GS]B6 7V[GS]27WK4FV9[GS]38LOOP,
STRAP[GS]32999[GS]B702[GS]B8P[GS]81WK4FV9[RS]06[GS]S30-CHARACTER SERIAL NO
EXAMPLE[RS]06[GS]SA1B2C3112345678[RS]06[GS]SA1B2C3234567890[RS]06[GS]25SD1AAA9A1B2C33[GS]SA1B2C33[RS]06
[GS]25SD1AAA9A1B2C34[GS]SA1B2C34[RS]06[GS]25SD1AAA9A1B2C35[GS]SA1B2C35[RS]06[GS]25SD1AAA9A1B2C36[GS]
SA1B2C36[RS]06[GS]25SD1AAA9A1B2C37[GS]SA1B2C37[RS]06[GS]25SD1AAA9A1B2C38[GS]SA1B2C38[RS]06[GS]25SD1AA
A9A1B2C39[GS]SA1B2C39[RS]06[GS]25SD1AAA9A1B2C310[GS]SA1B2C310[RS]06[GS]25SD1AAA9A1B2C311[GS]SA1B2C
311[RS]06[GS]25SD1AAA9A1B2C312[GS]SA1B2C312[RS]06[GS]25SD1AAA9A1B2C313[GS]SA1B2C313[RS]06[GS]25SD1AAA9
A1B2C314[GS]SA1B2C314[RS]06[GS]25SD1AAA9A1B2C315[GS]SA1B2C315[RS]06[GS]25SD1AAA9A1B2C316[GS]SA1B2C3
16[RS]06[GS]25SD1AAA9A1B2C317[GS]SA1B2C317[RS]06[GS]25SD1AAA9A1B2C318[GS]SA1B2C318[RS]06[GS]25SD1AAA9
A1B2C319[GS]SA1B2C319[RS]06[GS]25SD1AAA9A1B2C320[GS]SA1B2C320[RS]06[GS]25SD1AAA9A1B2C321[GS]SA1B2C3
21[RS]06[GS]25SD1AAA9A1B2C322[GS]SA1B2C322[RS]06[GS]25SD1AAA9A1B2C323[GS]SA1B2C323[RS]^(928)^(111)^(100
)^(129)^(923)^(001)^(111)^(002)

06[GS]25SD1AAA9A1B2C324[GS]SA1B2C324[RS]06[GS]25SD1AAA9A1B2C325[GS]SA1B2C325[RS]06[GS]25SD1AAA9A1B
2C326[GS]SA1B2C326[RS]06[GS]25SD1AAA9A1B2C327[GS]SA1B2C327[RS]06[GS]25SD1AAA9A1B2C328[GS]SA1B2C328[RS]
06[GS]25SD1AAA9A1B2C329[GS]SA1B2C329[RS]06[GS]25SD1AAA9A1B2C330[GS]SA1B2C330[RS]06[GS]25SD1AAA9A1B
2C331[GS]SA1B2C331[RS]06[GS]25SD1AAA9A1B2C332[GS]SA1B2C332[RS]06[GS]25SD1AAA9A1B2C333[GS]SA1B2C333[RS]
06[GS]25SD1AAA9A1B2C334[GS]SA1B2C334[RS]06[GS]25SD1AAA9A1B2C335[GS]SA1B2C335[RS]06[GS]25SD1AAA9A1B
2C336[RS]06[GS]25SD1AAA9A1B2C337[RS]06[GS]25SD1AAA9A1B2C338[RS]06[GS]25SD1AAA9A1B2C339[RS]06[GS]25SD1A
AA9A1B2C340[RS]06[GS]25SD1AAA9A1B2C341[RS]06[GS]25SD1AAA9A1B2C342[RS]06[GS]25SD1AAA9A1B2C343[RS]06[G
S]25SD1AAA9A1B2C344[RS]06[GS]25SD1AAA9A1B2C345[RS]06[GS]25SD1AAA9A1B2C346[RS]06[GS]25SD1AAA9A1B2C
347[RS]06[GS]25SD1AAA9A1B2C348[RS]06[GS]25SD1AAA9A1B2C349[RS]06[GS]25SD1AAA9A1B2C350[RS]06[GS]25SD1AA
A9A1B2C351[RS]06[GS]25SD1AAA9A1B2C352[RS]06[GS]25SD1AAA9A1B2C353[RS]06[GS]25SD1AAA9A1B2C354[RS]06[GS]2
5SD1AAA9A1B2C355[RS]06[GS]25SD1AAA9A1B2C356[RS]06[GS]25SD1AAA9A1B2C357[RS]06[GS]25SD1AAA9A1B2C3
58[RS]06[GS]25SD1AAA9A1B2C359[RS][EOT]^(928)^(111)^(101)^(129)^(923)^(001)^(111)^(002)^(922)

# AP1.37. APPENDIX 1.37

## Templates For Project Code Management System Generated Project Code Dissemination Notices

AP1.37.1. The message templates of this appendix support the procedures of MILSTRIP Appendix 2.13, Project Codes.

AP1.37.1.1. The notices are automatically generated by the Project Code Management System (PCMS) and distributed to subscribers to announce new project codes, note when the termination date is extended, or project code(s) close either by reaching the current termination date or by intent to close the project code earlier than the last announced termination date.

AP1.37.1.2. In the following templates yellow highlight indicates pseudo-code logic to generate the notice content based on system data and grey highlight is for example data. Within the highlighted areas, braces “{…}” encapsulate logic expressions, brackets “[…]” contain PCMS data fields to populate the report, and parentheses “(…)” identify data formatting to be applied.

AP1.37.2. New Project Code Notice. This template is used by PCMS to generate notifications of new project codes.

{Notice generation date (Month DD, YYYY)}

TO: MILSTRIP PROJECT CODE CONTACTS
SUPPLY PROCESS REVIEW COMMITTEE (PRC) MEMBERS

SUBJECT: Project Code [PROJECT_CODE], [PROJECT_CODE_NAME]

This notice promulgates Project Code [PROJECT_CODE]. New Project Code [PROJECT_CODE] is assigned by the {Full name for [CODE_OWNER]} for use by the Military Services and DOD Agencies in support of [PROJECT_CODE_NAME].

Policy and procedures for project codes are contained in DLM 4000.25-1, Military Standard Requisition Issue Procedures (MILSTRIP) Appendix 2.13. A listing of Category C and D Project Codes may be accessed from the Project Code Management System maintained at DLA Transaction Services or: https://www.dlmso.dla.mil/CertAccess/SvcPointsPOC/ProjCodes/FOUO_CD_ProjCd.pdf (For Official Use Only (FOUO) version, including point of contact information), or http://www.dlmso.dla.mil/elibrary/manuals/dlm/dlm_pubs.asp (general access).

Project Code [PROJECT_CODE] is assigned as follows:

| Code | Duration | Use/Reference | Monitor/Coordinator |
|---|---|---|---|
| [PROJECT_CODE] | [DUR_BEGIN_DATE (Month DD, YYYY)] + {If DUR_END_DATE is null, Then " to Continuing", Else " to " [DUR_END_DATE] (Month DD, YYYY) }<br><br>**Examples:**<br><br>**1)** October 13, 1976 to Continuing<br><br>**2)** August 29, 2013 to August 31, 2014 | [PROJECT_CODE_NAME] + [PROJECT_CODE_DESC]<br><br>{If SC_EXCLUDE_IND is True, Then "This project code may not be used by foreign countries."<br><br>{If NATO_ONLY is True, Then "This project code is for NATO use only."<br><br>[REFERENCE] | [ORGANIZATION]<br>"Comm: " + [POC_COMM] (###-###-####)<br>"DSN: " + [POC_DSN] (###-###-####) |

Addressees may direct their questions to the DoD MILSTRIP Administrator. All others please contact your Component Supply PRC Representative.

AP1.37.3. Project Code Extension Notice. This template is used by PCMS to generate notifications when the project code(s) owner extends the termination date.

{Notice generation date (Month DD, YYYY)}

TO: MILSTRIP PROJECT CODE CONTACTS
SUPPLY PROCESS REVIEW COMMITTEE (PRC) MEMBERS

SUBJECT: Project Codes C and D Updates

This notice promulgates the extension of Project Code [PROJECT_CODE].

Policy and procedures for project codes are contained in DLM 4000.25-1, Military Standard Requisition Issue Procedures (MILSTRIP) Appendix 2.13. A listing of Category C and D Project Codes may be accessed from the Project Code Management System maintained at DLA Transaction Services: https://www.dla.mil/j-6/dlmso/CertAccess/SvcPointsPOC/ProjCodes/CD_ProjCd.docx (For Official Use Only (FOUO) version, including point of contact information), or www.dla.mil/j-6/dlmso/eLibrary/ServicePoints/CD_ProjCd_nopoc.docx (general access).

Project Code [PROJECT_CODE] is updated as follows:

| Code | Duration | Use/Reference | Monitor/Coordinator |
|---|---|---|---|
| PROJECT_CODE] | [DUR_BEGIN_DATE (Month DD, YYYY)] + " ***Extended to***" + [DUR_EXTENSION_DATE] (***Month DD, YYYY***)<br><br>**Example:**<br>April 08, 2008 ***Extended to July 31, 2014*** | [PROJECT_CODE_NAME] + [PROJECT_CODE_DESC]<br>{If SC_EXCLUDE_IND is True, Then "This project code may not be used by foreign countries."<br>{If NATO_ONLY is True, Then "This project code is for NATO use only."<br>[REFERENCE] | [ORGANIZATION] "Comm: " + [POC_COMM] (###-###-####)<br>"DSN: " + [POC_DSN] (###-###-####) |

Addressees may direct their questions to the DOD MILSTRIP Administrator. All others please contact your Component Supply PRC Representative.

AP1.37.4. Closing of a Project Code Notice. This template is used by PCMS to generate notifications when the project code(s) reaches the current termination date or the project code owner decides to close use of the code earlier than the last announced termination date.

{Notice generation date (Month DD, YYYY)}

TO: MILSTRIP PROJECT CODE CONTACTS
SUPPLY PROCESS REVIEW COMMITTEE (PRC) MEMBERS

SUBJECT: Project Codes C and D Updates

This notice promulgates the expiration of Project Code [PROJECT_CODE].

Policy and procedures for project codes are contained in DLM 4000.25-1, Military Standard Requisition Issue Procedures (MILSTRIP) Appendix 2.13. A listing of Category C and D Project Codes may be accessed from the Project Code Management System maintained at DLA Transaction Services: https://www.dla.mil/j-6/dlmso/CertAccess/SvcPointsPOC/ProjCodes/CD_ProjCd.docx (For Official Use Only (FOUO) version, including point of contact information), or www.dla.mil/j-6/dlmso/eLibrary/ServicePoints/CD_ProjCd_nopoc.docx (general access).

Project Code [PROJECT_CODE] is updated as follows:

| Code | Duration | Use/Reference | Monitor/Coordinator |
|---|---|---|---|
| PROJECT_CODE] | [DUR_BEGIN_DATE (Month DD, YYYY)] + {If DUR_EXTENSION_DATE is not null, Then "- ~~Extended to~~" + [DUR_EXTENSION_DATE] (~~Month DD, YYYY~~), Or If DUR_END_DATE is null, Then " ~~to Continuing~~", Else " ~~to~~ " [DUR_END_DATE] (~~Month DD, YYYY~~) }<br><br>***Expired on*** [ACTUAL_EXPIRED_DATE] (***Month DD, YYYY***)<br><br>**Examples:**<br>**1)** April 08, 2008 | [PROJECT_CODE_NAME] + [PROJECT_CODE_DESC]<br>{If SC_EXCLUDE_IND is True, Then "This project code may not be used by foreign countries."<br>{If NATO_ONLY is True, Then "This project code is for NATO use only."<br>[REFERENCE] | [ORGANIZATION]<br>"Comm: " + [POC_COMM] (~~###-###-####~~)<br>"DSN: " + [POC_DSN] (~~###-###-####~~) |

| | | | |
|---|---|---|---|
| | ~~Extended to July 31, 2014~~<br><br>***Expired on October 25, 2013***<br><br>**2)** October 13, 1976 ~~to Continuing~~<br><br>***Expired on October 25, 2013***<br><br>**3)** August 29, 2013 ~~to August 31, 2014~~<br><br>***Expired on October 25, 2013*** | | |

Addressees may direct their questions to the DOD MILSTRIP Administrator. All others please contact your Component Supply PRC Representative.

# AP1.38. APPENDIX 1.38

## Template for Service/Agency Project Code Representative Appointment Letter

[AGENCY LETTERHEAD]

MEMORANDUM FOR: Defense Logistics Management Standards Office,
DLA Transaction Services PCMS Administrator

SUBJECT: Service/Agency Project Code Representative Letter of Appointment

REFERENCES: (a) DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP), Appendix 2.13

In accordance with Reference (a), Primary and Alternate Service/Agency Project Code Representatives are appointed on behalf of the OSD/CJCS/Service/Agency as follows:

Primary Project Code Representative:

Ms. XXXXX XXXX
Email: XXXXXX.XXXX@
Comm: 703-607-XXXX
DSN: 327

Alternate Project Code Representative:

Mr. XXXXXXX XXXXXX,
Email: XXXXXXX.XXXXXX@
Comm: 703-607-XXXX
DSN: 327

These representatives are responsible for the currency and accuracy of our project codes and for maintaining records to support the assignment, modification or deletion of each project code.

If there are any additional questions or concerns, please contact me at XXX-XXX-XXXX.

XXXXX X. XXXXXX
Authorized Agency Representative

## Instructions/Information

1. Service/Agency Project Code Service Representatives may not appoint themselves.

2. Send your letter as a PDF attachment to a digitally signed email to MILSTRIP Project Code Support.[1]

3. A new letter listing all Service/Agency Project Code Service Representatives is required promptly for any additions or deletions.

4. Service/Agency Project Code Representatives are shown at: **https://www.dlmso.dla.mil/CertAccess/SvcPointsPOC/allpoc.asp**.

***Additional Requirements for PCMS Users (Required for: OSD/CJCS representatives and DoD MILSTRIP Administrator; Optional for: Project Code Service Representative read only access):***

5. Send a copy of your digitally signed appointment letter to DLA Transaction Services.[2]

6. To submit a System Access Request (SAR) to the DLA Transaction Services PCMS application following appointment, visit **https://www.daas.dla.mil/sar/sar_menu.html**.[3]

7. Deleted Service/Agency Project Code Representative accounts for the PCMS at DLA Transaction Services will be immediately deactivated.

***1 Email to be provided when available.***
***2 Ibid***.
***3 Project Code Management System (PCMS) will be operational at a future date.***

# AP2. APPENDIX 2

## DATA ELEMENTS AND CODES INDEX

| Number | Title |
|---|---|
| AP2.24 | AUTOMATED DATA PROCESSING IDENTIFICATION CODES |
| AP2.25 | CUSTOMER IDENTIFICATION |

# AP2.1. APPENDIX 2.1

## DOCUMENT IDENTIFIER CODES

AP2.1.1. Document Identifier Codes (DIC) (located in record position (rp) 1-3 of transactions) provide a means of identifying a given product (for example, a requisition, referral action, status transaction, follow-up, or cancellation) to the system to which it pertains and further identify such data as to the intended purpose, usage, and operation dictated. DIC enables automatic data processing (ADP) equipment to select the appropriate program(s) and to mechanically perform operations dictated by the data element or code and performs a similar function in manual operations. (All A__ and FT_ series DICs that are not listed in this appendix are reserved for future use and are not to be used unless authorized and disseminated by the DoD Military Standard Requisitioning and Issue Procedures (MILSTRIP) Administrator.)

AP2.1.2. DIC is a mandatory entry on all documents entering and leaving the supply distribution systems under MILSTRIP; therefore, each transaction shall be identified by an appropriate code.

AP2.1.3. Control of assignments of the first character of the DIC is a responsibility of the DoD. Alphabetic characters A and B have been assigned to the supply distribution system(s) for requisitioning and issue. Alphabetic characters FT are assigned to the Materiel Returns Program (MRP). In addition, alphabetic characters X, Y, and Z have been provided as variable codes usable in any or all systems but under the restrictive conditions hereafter indicated.

AP2.1.4. The following rationale is applicable only to DICs pertaining to MILSTRIP supply distribution system(s)

AP2.1.4.1. First Position (rp 1):

AP2.1.4.1.1. Alphabetic A in rp 1 identifies requisitioning/issue systems transactions.

AP2.1.4.1.2. Alphabetic U in lieu of A in rp 1 identifies mobilization exercise requisitioning/issue transactions which shall not automatically be processed as real documents. Whether such transactions are created for simulation purpose only, or require action by elements of supply distribution system(s), they shall be explicated by the Component activity responsible for conducting the particular exercises. The following code blocks are reserved in the transaction formats for the legacy 80 record position logistics transactions for mobilization purposes:

| LOGISTICS SYSTEMS | | EXERCISE CODE BLOCK |
|---|---|---|
| MILSTRIP | A - series | U - series |
| MILSTRAP | D - series | E - series |
| Transportation[1] | T - series | R - series |
| MILSBILLS | F - series | H - series |

AP2.1.4.1.3. RESERVED:

AP2.1.4.1.4. Alphabetic B and X are provided to identify transactions relating to inventory control system(s) within the Components. Each Component may develop and assign these DICs but they will be confined to intra-Service use only.

AP2.1.4.1.5. Alphabetic C is provided to identify transactions relating to the inventory control system of the Defense Logistics Agency (DLA).

AP2.1.4.1.6. Alphabetic characters Y and Z are provided to facilitate assignment of DICs by Components that are necessary to internal depot, source of supply, or base operations when they cannot be identified directly to the preceding subparagraphs AP2.1.4.1.2. and AP2.1.4.1.4., when they are not universal in scope and application. Transactions containing codes Y or Z in the first position of the DIC may never appear on any transactions passed beyond the confines of a base, depot, Inventory Control Point (ICP), or equivalent.

AP2.1.4.2. Second position (rp 2) may contain alphabetic or numeric entries.

AP2.1.4.3. The third position (rp 3) may be either alphabetic or numeric. When used with alphabetic A in the first position of requisitions, passing orders, referral orders, redistribution orders, and MROs, any numeric in rp 3 shall signify that shipment of materiel is intended for an Outside Continental United States (OCONUS) consignee. Conversely, when rp 3 is any alphabetic character, it shall mean shipment to a domestic recipient. The actual character (regardless of whether numeric or alphabetic) will indicate the content of the stock or part number field.

AP2.1.5. The alphabetic FT_ series DICs are applicable to reporting and return of materiel to a distribution system.

AP2.1.5.1. First two positions (rp 1 and 2): Alphabetic FT shall identify transactions relating to the reporting and return of materiel to distribution systems irrespective of Component or systems within a Component.

AP2.1.5.2. Third position (rp 3) may be alphabetic or numeric.

---

[1] See DTR 4500.9-R. “Defense Transportation Regulation.”

AP2.1.6. Document identifier codes are listed below:

DOCUMENT IDENTIFIER CODES

| | |
|---|---|
| NUMBER OF CHARACTERS: | Three |
| TYPE OF CODE: | Alpha/Numeric |
| EXPLANATION: | Provides means for identifying a transaction as to the system to which it pertains and further identifies such transaction as to its intended purpose and usage |
| RECORD POSITION(S): | 1 through 3 |

.

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| A01 | Requisition | For overseas shipment/with national stock number (NSN)/North Atlantic Treaty Organization (NATO) stock number |
| A02 | Requisition | For overseas shipment/with part number |
| A04 | Requisition | For overseas shipment/with other |
| A05 | Requisition | For overseas shipment/with exception data[2] |
| A07 | Requisition | For overseas shipment/Overseas Dependent School System Requirement |
| A0A | Requisition | For domestic shipment/with NSN/NATO stock number |
| A0B | Requisition | For domestic shipment/with part number |
| A0D | Requisition | For domestic shipment/with other |
| A0E | Requisition | For domestic shipment/with exception data[3] |

[2] Processing activity shall, by screening of documents, determine whether the incoming requisition type document contains NSN/NATO Stock Number, part number, or other. If item identifying data can be acted upon without need for further exception data, the code in rp 3 shall be changed, as appropriate, to correspond to the NSN/NATO Stock Number, part number, or other in rp 8-22.

[3] Ibid.

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| A21 | Redistribution Order | For overseas shipment/with NSN/NATO stock number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (Defense Logistics Manual (DLM) 4000.25, Volume 3, Chapter 2). |
| A22 | Redistribution Order | For overseas shipment/with part number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A24 | Redistribution Order | For overseas shipment/with other. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A25 | Redistribution Order | For overseas shipment/with exception data[4]. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A27 | Redistribution Order | For overseas shipment/Overseas Dependent School System Requirement. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |

[4] Ibid.

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| A2A | Redistribution Order | For domestic shipment/with NSN/NATO stock number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A2B | Redistribution Order | For domestic shipment/with part number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A2D | Redistribution Order | For domestic shipment/with other. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A2E | Redistribution Order | For domestic shipment/with exception data[5]. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A31 | Passing Order | For overseas shipment/with NSN/NATO stock number |
| A32 | Passing Order | For overseas shipment/with part number |
| A34 | Passing Order | For overseas shipment/with other |
| A35 | Passing Order | For overseas shipment/with exception data[6] |
| A37 | Passing Order | For overseas shipment/Overseas Dependent School System Requirement |
| A3A | Passing Order | For domestic shipment/with NSN/NATO stock number |

[5] Ibid.
[6] Ibid.

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| A3B | Passing Order | For domestic shipment/with part number |
| A3D | Passing Order | For domestic shipment/with other |
| A3E | Passing order | For domestic shipment/with exception data[7] |
| A41 | Referral Order/Lateral Redistribution Order for Retail Assets | For overseas shipment/with NSN/NATO stock number.<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A42 | Referral Order/Lateral Redistribution Order for Retail Assets | For overseas shipment/with part number.<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A44 | Referral Order/Lateral Redistribution Order for Retail Assets | For overseas shipment/with other.<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A45 | Referral Order/Lateral Redistribution Order for Retail Assets | For overseas shipment/with exception data[8].<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A47 | Referral Order/Lateral Redistribution Order for Retail Assets | For overseas shipment/Overseas Dependent School System Requirement.<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |

[7] Ibid.
[8] Ibid.

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| A4A | Referral Order/Lateral Redistribution Order for Retail Assets | For domestic shipment/with NSN/NATO stock number.<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A4B | Referral Order/Lateral Redistribution Order for Retail Assets | For domestic shipment/with part number.<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A4D | Referral Order/Lateral Redistribution Order for Retail Assets | For domestic shipment/with other.<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A4E | Referral Order/Lateral Redistribution Order for Retail Assets | For domestic shipment/with exception data[9].<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A51 | Materiel Release Order | For overseas shipment/with NSN/NATO stock number.<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A52 | Materiel Release Order | For overseas shipment/with part number.<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |

[9] Ibid.

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| A54 | Materiel Release Order | For overseas shipment/with other. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A55 | Materiel Release Order | For overseas shipment/with exception data[10]. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation ( DLM 4000.25, Volume 3, Chapter 2). |
| A57 | Materiel Release Order | For overseas shipment/Overseas Dependent School System Requirement. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A5A | Materiel Release Order | For domestic shipment/with NSN/NATO stock number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A5B | Materiel Release Order | For domestic shipment/with part number. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A5D | Materiel Release Order | For domestic shipment/with other. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |

[10] Ibid.

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| A5E | Materiel Release Order | For domestic shipment/with exception data[11]. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A5J | Disposal Release Order | From ICP to storage activity (may also be used by local generating activity). Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| A61 | Materiel Release Denial | For overseas shipment/with NSN/NATO stock number |
| A62 | Materiel Release Denial | For overseas shipment/with part number |
| A64 | Materiel Release Denial | For overseas shipment/with other |
| A65 | Materiel Release Denial | For overseas shipment/with exception data[12] |
| A67 | Materiel Release Denial | For overseas shipment/Overseas Dependent School System Requirement |
| A6A | Materiel Release Denial | For domestic shipment/with NSN/NATO stock number |
| A6B | Materiel Release Denial | For domestic shipment/with part number |
| A6D | Materiel Release Denial | For domestic shipment/with other |
| A6E | Materiel Release Denial | For domestic shipment/with exception data[13] |

[11] Ibid.
[12] Ibid.
[13] Ibid.

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| A6J | Disposal Release Denial | From storage activity to ICP |
| AB1[14] | Direct Delivery Notice | To requisitioner (rp 30-35) |
| AB2[15] | Direct Delivery Notice | To SUPADD (rp 45-50) |
| AB3[16] | Direct Delivery Notice | To rp 54 |
| AB8[17] | Direct Delivery Notice | To Defense Automatic Addressing System (DAAS) from S/A for distribution by DAAS of Direct Delivery notice, DICs, AB1, AB2, and/or AB3, under MILSTRIP status distribution rules |
| AC1 | Cancellation | By requisitioner (rp 30-35) |
| AC2 | Cancellation | By SUPADD (rp 45-50) |
| AC3 | Cancellation | By rp 54 |
| AC4 | Cancellation | By rp 55 (for intra-Service use only) |
| AC5 | Cancellation | By rp 56 (for intra-Service use only) |
| AC6 | Cancellation | From ICP/IMM to Storage Activity or Reporting Activity.<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| AC7 | Cancellation | From ICP/IMM to Storage Activity. Results from the receipt of a universal cancellation request. |
| ACJ | Disposal Release Cancellation | From ICP to storage activity.<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |

[14] Use of DIC AB_ changed from intra- to inter-Service for direct delivery from procurement last reported as not implemented by Government Services Administration (GSA). Refer to AMCL 155.

[15] Ibid.

[16] Ibid.

[17] Ibid.

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| ACM | Cancellation | From ICP to procurement activity. Results from the receipt of a universal cancellation request |
| ACP | Cancellation | From ICP to procurement activity. Cancellation for indicated quantity of the item listed on the procurement instrument or procurement document designated by the number in rp 62-74 |
| AD1 | FMS Notice of Availability (initial key document) | To designated CR/FF. Will accompany the FMS NOA Initial Detail document |
| AD2 | FMS Notice of Availability (initial detail document) | To designated CR/FF. Will accompany the FMS NOA Initial Key document |
| AD3 | FMS Notice of Availability (delay key document) | To designated CR/FF. Will accompany the FMS NOA Delay Detail document |
| AD4 | FMS Notice of Availability (delay detail document) | To designated CR/FF. Will accompany the FMS NOA Delay Key document |
| AD5 | FMS Notice of Availability (reply document) | To the activity originating the NOA |
| ADR | FMS Notice of Availability (export release Required) | To designate CR/FF. Will accompany the FMS NOA Initial Detail document |
| AE1 | Supply Status | To requisitioner (rp 30-35) in U.S. requisition. To Grant Aid country status recipient from ILCO/monitoring activity |
| AE2 | Supply Status | To SUPADD (rp 45-50) in U.S. requisition. To FMS country status recipient from ILCO/monitoring activity |
| AE3 | Supply Status | To rp 54 activity in U.S. requisition. Also used from source of supply to ILCO/monitoring activity on Security Assistance requisitions |
| AE4 | Supply Status | To rp 55 (for intra-Service use only) |
| AE5 | Supply Status | To rp 56 (for intra-Service use only) |

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| AE6 | Supply Status | To ICP/IMM from storage or reporting activity in response to a DIC AF6, AC6, AC7, DIC A4_ series with Distribution Code 2, or A5_ series when a DIC AR_ series or DIC AS6, does not apply. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from transportation to retail supply activity to provide status, unsolicited, for cargo incheck, hold/delay status, supply status, and cancellation responses (DLM 4000.25, Volume 3, Chapter 2). |
| AE8 | Supply Status | To DAAS from S/A for distribution by DAAS of supply status DIC AE1, AE2, and/or AE3 under MILSTRIP status distribution rules |
| AE9 | Supply Status | From DAAS:<br><br>a. To activities identified by M&S (rp 7), and/or distribution code (rp 54) to advise of the rerouting or change to a MILSTRIP requisition transaction as reflected by the status code (rp 65-66)<br><br>b. To activity in rp 30-35 when the M&S is 0, and rp 54 is blank or invalid to advise of rerouting or change to a MILSTRIP requisition transaction as reflected by the status code (rp 65-66)<br><br>c. To activities in rp 30-35, 45-50, and 54 to advise of rejection of a MILSTRIP requisition transaction as reflected by supply status code (rp 65-66)<br><br>d. To “From” RIC (rp 74-76) to advise of the rerouting of a DIC A3_ (passing order), or DIC A4_ (referral order)<br><br>e. From DAAS on behalf of an identified internet ordering application with Supply Status CX to all status recipients (identified in rp 30-35, 45-50, and 54) to advise of rejection due to lack of available funds or other criteria associated with the funds verification process. The internet ordering application used by the customer for submission of the requisition/referral order is identified as the RIC-From (rp 4-6). Rejection is the result of the DoD Component responding to the funds verification request and not the DAAS or source of supply.[18] |

[18] Used by internet ordering applications on requisitions, modifications, and follow-ups for subsequent rejection by DAAS. Refer to ADC 328.

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| AEA | Supply Status | For Service prepared Security Assistance requisitions with NSN/NATO Stock Number |
| AEB | Supply Status | For Service prepared Security Assistance requisitions with part number |
| AED | Supply Status | For Service prepared Security Assistance requisitions/with other |
| AEE | Supply Status | For Service prepared Security Assistance requisitions/with exception data |
| AEJ | Disposal Supply Status | From storage activity to ICP.<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from transportation to retail supply activity to provide status, unsolicited, for cargo in-check, hold/delay status, supply status, and cancellation responses (DLM 4000.25, Volume 3, Chapter 2). |
| AF1 | Follow-up | By requisitioner (rp 30-35) |
| AF2 | Follow-up | By SUPADD (rp 45-50) |
| AF3 | Follow-up | By rp 54 |
| AF4 | Follow-up | By rp 55 (for intra-Service use only) |
| AF5 | Follow-up | By rp 56 (for intra-Service use only) |
| AF6 | Follow-up | By ICP to storage or reporting activity.<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| AFC | Follow-up (request for improved ESD) | Furnished by requisitioning activities as requests to sources of supply to initiate actions which will improve estimated availability dates provided in supply status transactions |

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| AFJ | Disposal Release Follow-up | From ICP to storage activity. Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| AFT | Request for Shipment Tracing-Registered, Insured, and Certified Parcel Post | From consignee (based on signal code) to source of supply and ILCO to source of supply unless business firm or civilian contractor not required to process follow-ups received from Military sources. In this case, from consignee to ICP and ILCO to ICP |
| AFX[19] | Disposal Shipment/Receipt Confirmation Follow-up | From DLA Disposition Services to rp 30-35 or from ICP/IMM to rp 4-6 |
| AFY[20] | Follow-up (Request for DoDAAC of Initial Transportation Shipping Activity) | A request to source of supply to obtain the DoDAAC of the initial (origin) transportation shipping activity for tracing shipments. |
| AFZ | Disposal Shipment Confirmation Follow-up (DIC ASZ not received) | From DLA Disposition Services to rp 30-35 or from ICP/IMM to rp 4-6 |
| AG6 | Reply to Cancellation Request | To ICP from storage activity |
| AGJ | Reply to Disposal Release Cancellation | From storage activity to ICP |
| AK1 | Follow-up on Cancellation Request (process as cancellation if original cancellation not received) | By requisitioner (rp 30-35) |

[19] Establishing intransit control procedures for shipments to DLA Disposition Services Field Offices last reported as not implemented by USAF and USMC. Refer AMCL 158B.

[20] Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| AK2 | Follow-up on Cancellation Request (process as cancellation if original cancellation not received) | By SUPADD (rp 45-50) |
| AK3 | Follow-up on Cancellation Request (process as cancellation if original cancellation not received) | By rp 54 |
| AK4 | Follow-up on Cancellation Request (process as cancellation if original cancellation not received) | By rp 55 (for intra-Service use only) |
| AK5 | Follow-up on Cancellation Request (Process as cancellation if original cancellation not received) | By rp 56 (for intra-Service use only) |
| AK6 | Follow-up on Cancellation Request (process as cancellation if original cancellation not received) | From ICP to storage activity |
| AKJ | Disposal Release Cancellation Follow-up | From ICP storage activity |
| AM1 | Document Modifier (process as requisition if original document not received) | For overseas shipment/with NSN/NATO stock number |

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| AM2 | Document Modifier (process as requisition if original document not received) | For overseas shipment/with part number |
| AM4 | Document Modifier (process as requisition if original document not received) | For overseas shipment/with other |
| AM5 | Document Modifier (process as requisition if original document not received) | For overseas shipment/with exception data[21] |
| AMA | Document Modifier (process as requisition if original document not received) | For domestic shipment/with NSN/NATO stock number |
| AMB | Document Modifier (process as requisition if original document not received) | For domestic shipment/with part number |
| AMD | Document Modifier (process as requisition if original document not received) | For domestic shipment/with other |
| AME | Document Modifier (process as requisition if original document not received) | For domestic shipment/with exception data[22] |

[21] Processing activity shall, by screening of documents, determine whether the incoming requisition type document contains NSN/NATO Stock Number, part number, or other. If item identifying data can be acted upon without need for further exception data, the code in rp 3 shall be changed, as appropriate, to correspond to the NSN/NATO Stock Number, part number, or other in rp 8-22.

[22] Ibid.

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| AMF[23] | Document Modifier (process only to change SUPPADD and signal code field) | From ICP to procurement activity. Changes SUPADD and signal code. |
| AMJ | Disposal Release Order Modification | To storage activity from ICP (Not applicable for MILSTRIP legacy formatted transactions; used for DLMS transaction exchange only). |
| AMP | Document Modifier (process only to change RDD field) | From ICP to procurement activity. Changes RDD field (rp 62-64) to Expedite Handling Signal 555. |
| AN1 | Materiel Obligation Validation Request | To requisitioner (rp 30-35) |
| AN2 | Materiel Obligation Validation Request | To SUPADD (rp 45-50) |
| AN3 | Materiel Obligation Validation Request | To rp 54 |
| AN4 | Materiel Obligation Validation Request | To rp 55 (for intra-Service use only) |
| AN5 | Materiel Obligation Validation Request | To rp 56 (for intra-Service use only) |
| AN9 | Materiel Obligation Validation Control Document | Header document used when forwarding request documents by DMS or mail |
| ANZ | Materiel Obligation Validation Request Follow-up Control | Header document used when following up on request documents previously forwarded (DIC AN9) by DMS or mail |
| AP1 | Materiel Obligation Validation Response | From requisitioner (rp 30-35) |
| AP2 | Materiel Obligation Validation Response | From SUPADD (RP 45-50) |
| AP3 | Materiel Obligation Validation Response | From rp 54 |

[23] Revised requisition modifier procedures last reported as not implemented by USMC. Refer to AMCL 123C.

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| AP4 | Materiel Obligation Validation Response | From rp 55 (for intra-Service use only) |
| AP5 | Materiel Obligation Validation Response | From rp 56 (for intra-Service use only) |
| AP8[24] | Materiel Obligation Validation Response | DAAS transaction to effect MOV response for specified activities. Also used by activities to have DAAS provide responses for validated MOV requests (Chapter 7, C7.1.11.2.) |
| AP9 | Receipt Confirmation for Materiel Obligation Validation Requests | Return document for acknowledgment of documents transmitted either by DMS or mail |
| APR[25] | Materiel Obligation Validation Reinstatement Request | Notification to source of supply requesting reinstatement of a requisition canceled under MOV |
| APX | Notice of Non-receipt of Total Batch of MOV Documents | Notification to DAAS or the source of supply that the total number of documents indicated in the control document was not received |
| AR0 | Materiel Release Confirmation | To ICP from storage.<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| ARA | Materiel Release Confirmation | For release of quantity greater than requested (due to unit pack).<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |

[24] Use of revised MOV temporary suspension procedures for selected activities last reported as not implemented by USMC. Refer to AMCL 37.

[25] Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| ARB | Materiel Release Confirmation | For release of quantity less than requested (due to unit pack).<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| ARH | Force Closed Materiel Release Confirmation | For use by ICPs and storage activities to force close open MRO records.<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| ARJ | Disposal Release Confirmation | From storage activity to ICP.<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| ARK | Disposal Release Confirmation | From storage activity to ICP for release of quantity greater than requested.<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| ARL | Disposal Release Confirmation | From storage activity to ICP for release of quantity less than requested.<br>Also for use in support of the Retail Transportation and Supply Receipt and Acknowledgment Interchange (transactions identified by a Distribution Code = 111) from retail supply to transportation (DLM 4000.25, Volume 3, Chapter 2). |
| AS1 | Shipment Status | To requisitioner (rp 30-35) in U.S. requisition. To Grant Aid country status recipient from ILCO/monitoring activity |
| AS2 | Shipment Status | To SUPADD (rp 45-50) in U.S. requisition. To Security Assistance country status recipient from ILCO/monitoring activity |

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| AS3 | Shipment Status | To rp 54 activity in U.S. requisition. Also used from source of supply to ILCO/monitoring activity on Security Assistance requisitions |
| AS4 | Shipment Status | To rp 55 (for intra-Service use only) |
| AS5 | Shipment Status | To rp 56 (for intra-Service use only) |
| AS6 | Shipment Status | To ICP/IMM from reporting activities for LRO shipments of retail assets |
| AS8 | Shipment Status | To DAAS from S/A for distribution by DAAS of AS_ shipment status under MILSTRIP distribution rules |
| ASH | Pseudo Shipment Status for Unconfirmed Materiel Release Orders | From ICP to DAAS for distribution under MILSTRIP rules. This transaction shall be used by the ICP as shipment status for unconfirmed MROs |
| ASY[26] | Shipment Status (DoDAAC of Initial Transportation Shipping Activity) | The source of supply response to the request for DoDAAC of the initial (origin) transportation shipping activity |
| ASZ | Disposal Shipment Confirmation | From shipping activity to DLA Disposition Services |
| AT1 | Follow-up (process as requisition if original requisition not received) | For overseas shipment/with NSN/NATO stock number |
| AT2 | Follow-up (process as requisition if original requisition not received) | For overseas shipment/with part number |
| AT4 | Follow-up (process as requisition if original requisition not received) | For overseas shipment/with other |

[26] Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| AT5 | Follow-up (process as requisition if original requisition not received) | For overseas shipment/with exception data[27] |
| AT7 | Follow-up (process as requisition if original requisition not received) | For overseas shipment/Overseas Dependent School System Requirement |
| ATA | Follow-up (process as requisition if original requisition not received) | For domestic shipment with NSN/NATO stock number |
| ATB | Follow-up (process as requisition if original requisition not received) | For domestic shipment with part number |
| ATD | Follow-up (process as requisition if original requisition not received) | For domestic shipment with other |
| ATE | Follow-up (process as requisition if original requisition not received) | For domestic shipment with exception data[28] |
| AU1 | Reply to Cancellation Request-Shipment Status | To requisitioner (rp 30-35) |
| AU2 | Reply to Cancellation Request-Shipment Status | To SUPADD (rp 45-50) |
| AU3 | Reply to Cancellation Request-Shipment Status | To rp 54 |

[27] Processing activity shall, by screening of documents, determine whether the incoming requisition type document contains NSN/NATO Stock Number, part number, or other. If item identifying data can be acted upon without need for further exception data, the code in rp 3 shall be changed, as appropriate, to correspond to the NSN/NATO Stock Number, part number, or other in rp 8-22.
[28] Ibid.

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| AU4 | Reply to Cancellation Request-Shipment Status | To rp 55 (for intra-Service use only) |
| AU5 | Reply to Cancellation Request-Shipment Status | To rp 56 (for intra-Service use only) |
| AU8 | Reply to Cancellation Request-Shipment Status | To DAAS from S/A for distribution by DAAS of status (AU_) under MILSTRIP distribution rules |
| AU0 | Reply to Cancellation Request-Materiel Release Confirmation | To ICP. Release of quantity same as requested |
| AUA | Reply to Cancellation Request-Materiel Release Confirmation | To ICP. Release of quantity greater than requested (due to unit pack) |
| AUB | Reply to Cancellation Request-Materiel Release Confirmation | To ICP. Release of quantity less than requested (due to unit pack) |
| AX1[29] | Inventory Control point Government-Furnished Materiel Validation Request | From ICP to MCA to validate GFM transactions to a valid contract. May be intercepted by DAAS when applied to contractor requisitions submitted via DoD EMALL indicating payment by corporate credit card. |
| AX2[30] | Management Control Activity Government-Furnished Materiel Validation Response | From MCA to ICP. Response to ICP validation request of GFM transactions. Also used by DAAS when applied to contractor requisitions submitted via DoD EMALL indicating payment by corporate credit card. |
| FTA | Automatic Return Notification | Customer ***or maintenance activity n***otification to a source of supply of an automatic return |

[29] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

[30] Processing activity shall, by screening of documents, determine whether the incoming requisition type document contains NSN/NATO Stock Number, part number, or other. If item identifying data can be acted upon without need for further exception data, the code in rp 3 shall be changed, as appropriate, to correspond to the NSN/NATO Stock Number, part number, or other in rp 8-22..

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| FTB | Reply to Follow-up for Materiel Return Program Credit | Reserved for DLM 4000.25, Volume 4 (MILSBILLS Procedures) |
| FTC | Cancellation of Customer Asset Report | Customer Cancellation of previously submitted asset report |
| FTD | Disposition Instructions | ICP/IMM status to customer advising of delay in response to asset report |
| FTE | Customer Asset Report | Customer report of available assets |
| FTF | Follow-up for ICP/IMM Reply to Customer Asset Report | Customer follow-up to ICP/IMM |
| FTG[31] | Customer Asset Report (Part-numbered items) | Customer report of available assets for part-numbered items. (Not authorized for asset reports directed to DLA.) |
| FTL | Materiel Returns Program Supply Status | Customer Status to ICP/IMM indicating estimated date of shipment |
| FTM | Shipment Status | Customer status to ICP/IMM indicating release of shipment to carrier |
| FTP | Follow-up for Materiel Return Program Credit | Reserved for DLM 4000.25, Volume 4 (MILSBILLS Procedures) |
| FTQ | DAAS Customer Asset Report Information Status | DAAS status to customer indicating actions on reports of assets |
| FTR | Reply to Customer Asset Report | ICP/IMM reply to customer asset report |
| FTT | Follow-up for ICP/IMM Materiel Receipt Status | Customer follow-up due to non-receipt of ICP/IMM receipt acknowledgment |

[31] Use of part-numbers in the Materiel Returns Program last reported as not implemented by USMC. Refer to AMCL 167.

| CODE | DOCUMENT TITLE | EXPLANATION |
|---|---|---|
| FTZ | ICP/IMM Materiel Receipt Status | ICP/IMM advice to customer of receipt or non-receipt of materiel |
| FT6 | ICP/IMM Follow-up | ICP/IMM follow-up materiel authorized to be returned |

# AP2.2. APPENDIX 2.2

## SERVICE AND AGENCY CODES[1]

MILSTRIP SERVICE CODES

| | |
|---|---|
| NUMBER OF CHARACTERS: | One or two |
| TYPE OF CODE: | Alpha |
| EXPLANATION: | Services/Agency (S/A) codes are designed to accommodate S/A identity in Military Standard Requisitioning and Issue Procedures (MILSTRIP) documentation. For this purpose, these codes are used in conjunction with other codes to identify the parent S/A of requisitioners and other addressees. The S/A codes shall be used in rp 4, 30, 31, 45, 46, 67, and 74 of the DD Form 1348 series of documents according to the following MILSTRIP record position key: |

| | |
|---|---|
| 4 | First position of the Routing Identifier Code (RIC) |
| 30 | First position of the Document Number |
| 31 | Second position of the Document Number |
| 45 | First position of Supplementary Address |
| 46 | Second position of Supplementary Address |
| 67 | First position of RIC for U.S. storage activity preparing the DD Form 1348-1A or DD Form 1348-2 |
| 74 | First position of the RIC |

By exception, two position combination codes using the authorized S/A code and a specified second position are authorized to identify contractor DoDAACs.[2] FEDSTRIP provides for the use of the two position codes, defined as civil Agency codes, to be entered in rp 30-31 and 45-46 of the Government Services Administration (GSA) Form 1348 series of documents. The MILSTRIP Service codes[3] and the Federal Standard Requisitioning and Issue Procedure (FEDSTRIP) Agency codes[4] are listed below:

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[1] Refer to the Treasury Financial Manual Supplement--FAST Book (Part II link to Independent Agencies) for listing of Federal Civil Agency codes ***https://www.fiscal.treasury.gov/fsreports/ref/fastBook/fastbook_home.htm*** used as the first two positions of the activity address code (AAC).

[2] Combination codes authorized for USCG and DLA. Refer to ADC 319.

[3] Mandatory usage rules for Service and Agency Codes are established for the assignment of DoD Activity Address Codes (DoDAACs) and Routing Identifier Codes (RICs). Further stratification for DoDAAC assignment usage rules may be found in the Logistics Data Resources Management System (LOGDRMS) under DLMS Qualifier/DLMS Code List ID 71, Service and Agency Code.

[4] Refer to the Treasury Financial Manual Supplement--FAST Book (Part II link to Independent Agencies) for listing of Federal Civil Agency codes ***https://www.fiscal.treasury.gov/fsreports/ref/fastBook/fastbook_home.htm*** used as the first two positions of the activity address code (AAC).

RECORD POSITION: 4, 30, 31, 45, 46, 67, and/or 74

SERVICE CODES

| CODE | 4 | 5 | 30 | 31 | 45 | 46 | 67 | 68 | 74 | 75 | S/A | REMARKS |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| A | A | | A | | A | | A | | A | | Army | |
| B | B | | | | | | B | | B | | Army | |
| B | | | B | | B | | | | | | Army | Security Assistance Use Only[5] |
| C | C | | | | | | C | | C | | Army | |
| C | | | C | | C | | | | | | Army | Contractor Use Only |
| D | D | | | | | | D | | D | | Air Force | |
| D | | | D | | D | | | | | | Air Force | Security Assistance Use Only[6] |
| E | E | | | | | | E | | E | | Air Force | |
| E | | | E | | E | | | | | | Air Force | Contractor Use Only |
| F | F | | F | | F | | F | | F | | Air Force | |
| G | G | | G | | G | | G | | G | | GSA | |
| H | H | | H | | H | | | | | | Other DoD Activities | Note: To designate other[7] DoD Activity contractors, you must use Service Code H with G. When code HG is used, rp 30-31 or 45-46 shall contain the HG code, as appropriate[8]. |
| H | | | H | G | H | G | | | | | Other DoD Activity Contractors | |
| H | | | | | | | H | | H | | Not Assigned | |
| I | | | I | | | | | | | | Missile Defense Agency | Security Assistance Use Only |
| J | ***J*** | | J | | ***J*** | | ***J*** | | ***J*** | | Air Force | |
| K | K | | | | | | K | | K | | Not Assigned | |
| K | | | K | | K | | | | | | Marine Corps | Security Assistance Use Only[9] |
| L | | | | | | | L | | L | | Not Assigned | |
| L | L | | L | | L | | | | | | Marine Corps | Contractor Use Only |

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[5] On Grant Aid requisitions, rp 45 shall contain S/A Code Y.
[6] Ibid.
[7] Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.
[8] Mandatory usage rules for Service and Agency Codes are established for the assignment of DoD Activity Address Codes (DoDAACs) and Routing Identifier Codes (RICs). Further stratification for DoDAAC assignment usage rules may be found in the Logistics Data Resources Management System (LOGDRMS) under DLMS Qualifier/DLMS Code List ID 71, Service and Agency Code.
[9] On Grant Aid requisitions, rp 45 shall contain S/A Code Y.

SERVICE CODES

| CODE | 4 | 5 | 30 | 31 | 45 | 46 | 67 | 68 | 74 | 75 | S/A | REMARKS |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| M | M | | M | | M | | M | | M | | Marine Corps | |
| N | N | | N | | N | | N | | N | | Navy | |
| O | | | | | | | | | | | Not Assigned | |
| P | P | | | | | | P | | P | | Navy | |
| P | | | P | | P | | | | | | Navy | Security Assistance Use Only[10] |
| Q | Q | | | | | | Q | | Q | | Navy | |
| Q | | | Q | | Q | | | | | | Navy | Contractor Use Only |
| R | R | | R | | R | | R | | R | | Navy | |
| S | S | | S | | S | | S | | S | | DCMA | See footnote[11] |
| S | S | | S | | S | | S | | S | | DLA | See footnote[12] |
| S | | | S | D | S | D | | | | | DLA | Contractor Use Only |
| T | T | | | | | | T | | T | | DLA | |
| T | | | T | | | | | | | | DLA | Security Assistance Use Only[13] |
| T | | | | | T | | | | | | (See Footnote[14] ) | |
| U | U | | | | | | U | | U | | Not Assigned | |
| U | | | U | | U | | | | | | DLA | Contractor Use Only |
| V | | | V | | V | | | | | | Navy | |
| V | V | | | | | | V | | V | | Navy | Contractor Use Only |
| V | | | | | | | V | | V | | Not Assigned | |
| W | W | | W | | W | | W | | W | | Army | |
| X | | | | | | | | | | | Reserved | (Used internally by DLA Transaction Services) |
| Y | | | | | Y[15] | | | | | | Reserved | See Footnote |
| Z | Z | Z | Z | | Z | | Z | | Z | | Coast Guard | |

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[10] Ibid.
[11] DCMA: DoDAACs begin with S and end with A; any character is allowed in between. RICs are in the format S-numeric-alpha, where the numeric value is 6, 7, or 8 only.
[12] DLA: S-series excluding those values that fall within the DCMA format rules identified in the previous footnote for DCMA.
[13] On Grant Aid requisitions, rp 45 shall contain S/A Code Y.
[14] S/A Code T entered in rp 45 may be used for any Foreign Military Service (FMS) country Defense organization which is not designated as an element of that country's Army, Navy, Air Force, or Marine Corps.
[15] Identifies Security Assistance Grant Aid when used in a Security Assistance requisition (as designated by rp 30). Otherwise, considered nonsignificant except by coordinated prior agreement or authorized procedures for inter-Service ownership transfer of ammunition/ammunition-related materiel. See MILSTRIP Appendix 2.9 for details.

SERVICE CODES

| CODE | 4 | 5 | 30 | 31 | 45 | 46 | 67 | 68 | 74 | 75 | S/A | REMARKS |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Z | | | Z | 0 | Z | 0 | | | | | Coast Guard | Contractor Use Only |

FEDSTRIP CIVIL AGENCY CODES[16]

| | |
|---|---|
| NUMBER OF CHARACTERS: | Two. |
| TYPE OF CODE: | Numeric, Numeric. |
| EXPLANATION: | Identifies civil agencies under FEDSTRIP |
| RECORD POSITION(S): | 30-31 and 45-46. |

SPECIAL PROGRAM ACTIVITY CODES[17]

| | |
|---|---|
| NUMBER OF CHARACTERS: | Two. |
| TYPE OF CODE: | First-position Numeric, Second-position Alpha. |
| EXPLANATION: | Identifies special program activities that are neither DoD or Federal Agencies |
| RECORD POSITION(S): | 30-31 and 45-46. |

[16] Refer to the Treasury Financial Manual Supplement – FAST Book (Part II link to Independent Agencies) for linsitn of Federal civil Agency codes ***https://www.fiscal.treasury.gov/fsreports/ref/fastBook/fastbook_home.htm*** used as the first two positions of the AAC.
[17] Request for Implementation Date for Approved DLMS Change (ADC) 384, Special Programs for NonDoD/No-Federal Agency Requisitioners and Administrative Change for Contractor DoDAACs, January 18, 2011

# AP2.3. APPENDIX 2.3

## ROUTING IDENTIFIER CODES

AP2.3.1. Routing Identifier Codes (RIC) (located in rp 4-6, 67-69, and 74-76 of transactions) are assigned by Service/Agencies (S/A) for processing inter-S/A, and intra-S/A logistical transactions. The codes serve multiple purposes in that they are supply source codes, intersystem routing codes, intrasystem routing codes and consignor (shipper) codes. DLA Transaction Services maintains an electronic database of these codes; users with accounts[1] can access the database from the DLA Transaction Services portal: https://www2.transactionservices.dla.mil/portal/portal.asp. Those without accounts can access the database, with limited functionality at https://www.transactionservices.dla.mil/DAASINQ/.

AP2.3.2. To qualify for assignment of a RIC, the facility/activity must be an integral and predetermined element of an established logistical system and must perform a general logistical control, distribution and/or storage mission (to include bases, posts, camps, and stations, when applicable).

AP2.3.3. The use of a RIC on any one document does not infer, imply, or intend that follow-on documentation resulting from there must contain the same RIC or any element thereof. It is a fundamental premise of Military Standard Requisitioning and Issue Procedures (MILSTRIP) that any RIC serves as only one of the following:

AP2.3.3.1. An address to indicate the intended recipient of the document for logistical actions.

AP2.3.3.2. Identification of the actual consignor (shipper) on supply type release/receipt transactions originated within the distribution system(s).

AP2.3.4. All authorized RICs shall contain one of the characters depicting Service assignment as listed in MILSTRIP AP2.2., Service and Agency Codes, in the first position.

AP2.3.5. The second and third positions may be in any combination of alphanumerics, ***except as noted in MILSTRIP AP2.2.*** These positions may identify either a facility or activity of the S/A depicted by the first position.

AP2.3.6. Each S/A is responsible for the assignment of RICs to its facilities and activities. An S/A that has activities located at another S/A facility shall assign its own RIC to the activity. An S/A which has assets located at another S/A facility shall use the RIC assigned by the S/A owning/operating the facility. (An appropriate RIC may be

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[1] DLA Transaction Services requires a user authorization to obtain information from their website. Users without approved access to DAAS (user id and password), must complete a request for access available on the DLA Transaction Services Website https://www.transactionservices.dla.mil/sar/sar_menu.asp.

assigned to identify these assets when requested by the S/A owning the assets.) Washington Headquarters Service (WHS) shall make RIC H_ series assignments for "Other DoD Activities."

AP2.3.7. Each S/A shall designate a coordinator with the responsibility to control, monitor, and submit/validate all RIC additions, revisions, and deletions relative to its S/A. In most cases the DoDAAC and RIC coordinators (or monitors) are the same. S/A coordinators established for assignment of RICs are available at http://www.dla.mil/HQ/InformationOperations/DLMS/allpoc/.

AP2.3.8. DLA Transaction Services maintains the RIC database and serves as the focal point for receipt of all RIC database revisions. DLA Transactions Services shall monitor RIC code assignment for compliance with the above assignment rules. RIC database is published electronically and updated from requests for additions, changes, and/or deletions as submitted by the Component RIC coordinators. Interested parties may interrogate the RIC database through the DLA Transaction Services Website[2] at https://www.transactionservices.dla.mil/DAASINQ/.

[2] DLA Transaction Services requires a user authorization to obtain information from their website. Users without approved access to DAAS (user id and password), must complete a request for access available on the DLA Transaction Services Website https://www.transactionservices.dla.mil/sar/sar_menu.asp.

# AP2.4. APPENDIX 2.4

## MEDIA AND STATUS CODES

AP2.4.1. ***General. This appendix delineates business rules for*** furnishing status on MILSTRIP requisition***s***, ***M***ateriel ***R***eturns ***P***rogram (MRP), and related transactions ***based upon the Media and Status (M&S) code***. ***The M&S code is populated on the initiating transaction to identify the desired status recipient(s) and the type of status to be provided. Once assigned, the M&S code is perpetuated to subsequent transactions.***

***AP2.4.1.1. Based upon the status recipient profile, DLA Transaction Service's Defense Automatic Addressing System (DAAS) will determine the appropriate communication process/format, e.g., Defense Information System Network (DISN) using DLMS (X12/XML) or the legacy 80 record position (rp) format, or DLA Transaction Services Automatic Message Exchange System (DAMES). The original M&S code set defined the media for communication of status, as well as the type of status and required recipients. However, with the substitution of web portals for viewing status where transactional exchange is not available, document mailing has been terminated, thus eliminating the option for the user to specify a communication media by M&S code. Requisitioners without communication services supported by DAAS may use various web portals for supply and shipment status. Web portals include:***

- ***DoD EMALL - registration required; provides visibility of status for orders sourced by DLA,***
- ***GSA Advantage Requisition Status - no registration required; visibility of status on orders sourced by GSA or provided by any source via DAAS to civil agency customers, and***
- ***Web Visual Logistics Information and Processing System (WebVLIPS) - registration required; provides visibility of status processed via DAAS for all sources of supply.***

***AP2.4.1.2. Selected requisition-related and MRP transactions that identify status recipients and are applicable to the procedures discussed in this appendix are identified in Table AP2.4.T1.***

| Table AP2.4.T1. Transactions Used for Identification of Status Recipients | | |
|---|---|---|
| **Transaction Name** | **DLMS Transaction** | **Document Identifier Code (DIC)** |
| **Transaction Category: Requisition-Related** | | |
| Requisition/<br>Requisition Passing Order/<br>Requisition Referral Order | 511R with Transaction Type Code AN<br>511R with Transaction Type Code BM<br>511R with Transaction Type Code BN | A0_<br>A3_<br>A4_ |
| Requisition Modification | 511M | AM_ |
| Requisition Follow-Up | 869F | AT_ |
| Materiel Obligation Validation (MOV) Requisition Reinstatement Request | 517M with Transaction Type Code AW | APR |
| **Transaction Category: Materiel Returns** | | |
| Customer Asset Report | 180M with Transaction Type Code FT | FTE/FTG |
| Automatic Return | 180M with Transaction Type Code FT and Action Code RF | FTA |

AP2.4.1.3. Status transactions include supply and shipment status, as well as materiel obligation validation (MOV) and responses to MRP transactions. Selected transactions applicable to procedures discussed in this appendix are identified in Table AP2.4.T2.

| Table AP2.4.T2. Status Transactions | | |
|---|---|---|
| **Transaction Name** | **DLMS Transaction** | **DIC** |
| Supply Status | 870S | AE_, AB_ |
| | Supply status provided to DAAS | AE8, AB8 |
| | Supply status to status recipients | AE1, AE2, AE3, AE9, AB1, AB2, AB3 |

| Table AP2.4.T2. Status Transactions | | |
|---|---|---|
| **Transaction Name** | **DLMS Transaction** | **DIC** |
| *Shipment Status* | *856S* | *AS_, AU_* |
| | *Shipment status provided to DAAS* | *AS8, AU8* |
| | *Shipment status to status recipients* | *AS1, AS2, AS3, AU1, AU2, AU3* |
| *MOV Response* | *517M with Transaction Type Code AP* | *AP_* |
| | *MOV Response provided to DAAS* | *AP8* |
| | *MOV Response to status recipients* | *AP1, AP2, AP3* |
| *Materiel Returns Supply Status/Follow-up* | *870M* | *FT6, FTD, FTR, FTQ, FTZ* |
| *Reply to Follow-Up for Credit Status (MILSBILLS)* | *812L* | *FTB* |

*AP2.4.1.4. Status recipients may be identified by using the M&S code as a pointer to various organizations identified by coded data within the transaction:*

| Table AP2.4.T3. Derivation of Status Recipients | | | |
|---|---|---|---|
| **Status Recipient** | **DLMS Location/Data Reference (X12 Segment/Code)** | **Signal Code** | **Legacy Location/Data Reference (RP)** |
| *Requisitioner* | *Document Number DoDAAC (REF or N9/TN – Transaction Reference Number)* | *Any* | *Document Number DoDAAC (30-35)* |
| *Reporting Activity* | *Document Number DoDAAC (REF or N9/TN – Transaction Reference Number)* | *Any* | *Document Number DoDAAC (30-35)* |

| Table AP2.4.T3. Derivation of Status Recipients | | | |
|---|---|---|---|
| ***Status Recipient*** | ***DLMS Location/Data Reference (X12 Segment/Code)*** | ***Signal Code*** | ***Legacy Location/Data Reference (RP)*** |
| *Ship-To and/or Bill-To* | *Ship-To and/or Bill-To (when other than the requisitioner)<br>(N1/ST – Ship To; BT – Bill- to-Party; or BS –Bill and Ship To)<br>Perpetuated to the supplemental address (SUPADD) /data<br>(LQ/A9 – Supplemental Data)* | *B, J, K, L, M* | *SUPADD (40-45)* |
| *Credit-To* | *Credit-To (when other than the reporting activity)<br>(LQ/ZB – Party to Receive Credit)<br>Perpetuated to the supplemental address (SUPADD)/data<br>(LQ/A9 – Supplemental Data)* | *B or K* | *SUPADD (40-45)* |
| *Credit-To* | *Credit-To (when other than the reporting activity or SUPADD) equates to the DoDAAC associated with the Fund Code in the Fund Code to DoDAAC Conversion Table (see DLMS Volume 4, Finance, Appendix 1.01) May be perpetuated to the credit-to<br>(LQ/ZB – Party to Receive Credit)* | *C or L* | *Fund Code (52-53)* |
| *Distribution Activity* | *Distribution Activity equates to the DoDAAC associated with a significant entry in first position of the Distribution Code in the Distribution Code Table (see MILSTRIP Appendix 2.12).<br>(LQ/AK – Distribution Code)* | *Any* | *Distribution Code (54)* |

***AP2.4.1.5. The M&S code is not used for all status distribution processing:***

***AP2.4.1.5.1. Services may provide status to distribution activities identified by the second or third position of the distribution code on an intra-Service basis.***

***AP2.4.1.5.2. Under the DLMS, not all status recipients are identified by the M&S Code. An enhancement to DLMS transactions allows for discrete identification of status recipients by DoDAAC when not specified by the M&S***

***Code (see N1 Segment/Code Z1 – Party to Receive Status). DAAS will provide distribution to these activities when status distribution is required.***

***AP2.4.1.6.*** M&S codes are used in different ways on ***requisition-related*** and ***MRP transactions***.

AP2.4.***1.6.1.*** On ***requisition-related transactions:***

AP2.4.***1.6.1.1.*** M&S may indicate that status is to be furnished to the requisitioner and/or the ***ship-to/bill-to activity***.

AP2.4.***1.6.1.2.*** M&S may indicate that no status is to be provided to ***the requisitioner or the ship-to/bill-to activity*** (M&S O and Y).

AP2.4.***1.6.1.3.*** M&S may indicate that status is restricted to the ***S***econdary ***I***nventory ***C***ontrol ***A***ctivity (SICA) ***identified by the distribution code (first position)*** under all circumstances on transactions for nonconsumable items (M&S 8).

AP2.4.***1.6.2.*** With the exception of M&S 8, M&S codes do not apply to***:***

AP2.4.***1.6.2.1.*** ***T***he mandatory provision of shipment status to all valid status recipients.

AP2.4.***1.6.2.2.*** Rejection or cancellation status.

AP2.4.***1.6.2.3.*** Responses to follow-ups.

AP2.4.***1.6.2.4.*** Status responses to MOV response documents.

AP2.4.***1.6.3.*** M&S codes do not inhibit the mandatory furnishing of 100 percent supply and shipment status to the activity designated by a significant entry in the ***distribution code (first position)***.

AP2.4.***1.6.4.*** M&S Y is an exception to the general requirement for 100 percent status to the activity designated by a significant entry in ***the distribution code (first position)***, and specifies that only exception status and shipment status are wanted.

AP2.4.***1.6.5.*** M&S codes designate the following types or combinations of status is required:

AP2.4.***1.6.5.1.*** Exception status.

AP2.4.***1.6.5.2.*** One hundred percent supply status.

AP2.4.***1.6.5.3.*** Exception status and shipment status.

AP2.4.***1.6.5.4.*** One hundred percent supply status and shipment status

AP2.4.***1.7.*** On MRP transactions***:***

AP2.4.***1.7.1.*** M&S ***codes specify*** the activity to receive replies to ***asset*** reports and related transactions output by ICPs/IMMs.

AP2.4. ***1.7.2.*** M&S ***codes*** may indicate that such replies ***must*** be routed to the ***credit-to*** activity ***associated with the Fund Code*** (M&S 9).

AP2.4. ***1.7.3.*** When the SICA is identified as the ***credit-to activity associated with the fund code***, M&S 9 will be entered (optional for ***automatic return notification)***.

AP2.4.***1.8. DLA Transaction Services' Defense Automatic Addressing System (***DAAS***)*** Transmission Rules. Regardless of the M&S cited, sources of supply or designated activities ***must*** transmit all machine sensible status ***transactions*** via DAAS. Upon receipt of the status, DAAS ***will*** determine the appropriate ***business process for dissemination*** as follows:

AP2.4.***1.8.1.*** For transmission services, refer to the DAAS Manual, DLM 4000.25-4, ***Chapter 5 and Appendix 1.1***.

AP2.4. ***1.8.2.*** When a***n*** addressee is not served by by DAAS, DAAS status ***can***not be provided ***directly to that addressee. These activities must rely on web portal visibility***.

***AP2.4. 1.8.3. DAAS will forward status addressed to a non-DoD agency addressee to GSA to provide visibility via the GSA Advantage web portal.***[1]

AP2.4. ***1.8.4.*** Activities requiring the specialized processing must submit written justification to DLA Transaction Services for consideration. These exception procedures apply only when DMS capability is not available.

AP2.4.***1.8.5.*** When status ***is forwarded to DAAS for transmission to the appropriate status recipient***, DAAS ***will*** furnish ***applicable*** status based on ***DLMS***/MILSTRIP status distribution rules ***as prescribed in this appendix***.

AP2.***1.9.*** Activities requiring status ***must*** be encouraged in S/A implementing instructions to obtain and utilize full supply and shipment status. This requirement ***should*** be implemented to reduce the need for activities to submit follow-up inquiries.

AP2.***1.10.*** M&S is a mandatory entry by the originator of the document and will not be altered during subsequent processing except under the procedures for SICA processing ***(See DLMS Volume 2, Chapter 4 and 11 or MILSTRIP Chapter 3 and 9) or Service-level guidance for internet-based ordering applications***.

AP2.4.***1.11.*** M&S Codes are listed below.

***[1] Refer to PDC 1067.***

| | |
|---|---|
| NUMBER OF CHARACTERS: | One. |
| TYPE OF CODE: | Alpha-numeric. |
| EXPLANATION: | Indicates the status recipient ***and*** type of status required. One hundred percent supply status includes exception status. |
| ***DLMS LOCATION:*** | ***Industry Code (LQ01) DF – Media & Status Code*** |
| ***LEGACY*** RECORD POSITION: | 7 |

M&S Codes Used ***w***ith ***MRP Transactions***

| CODE | EXPLANATION |
|---|---|
| 1 | Reserved. |
| 2 | Reply to ***the reporting activity***. |
| 3 | Reserved. |
| 4 | Reply to ***shipped from and/or credit-to as perpetuated to the*** SUPADD. |
| 5, 6, 7***, 8*** | Reserved. |
| 9 | Reply to ***credit-to activity as associated with the fund code***. |

M&S Codes Used ***w***ith ***Requisition-Related Transactions***

| CODE | EXPLANATION |
|---|---|
| 0 | No status to requisitioner or ***ship-to and/or credit*** other than mandatory shipment status to the ship-to activity. One hundred percent supply status and shipment status to the activity designated by a significant entry in ***the distribution code (first position)***. |
| 1 | Reserved. |
| 2 | Exception supply status to requisitioner. |
| 3 | Reserved. |
| 4 | Exception supply status to ***ship-to and/or credit-to as perpetuated to the*** SUPADD. |
| 5, 6, 7 | Reserved. |

M&S Codes Used ***w***ith ***Requisition-Related Transactions***

| CODE | EXPLANATION |
|---|---|
| 8 | One hundred percent supply status and shipment status to activity indicated in ***the distribution code (first position)***. Do not provide status to any other status eligible recipient under any other circumstances. (For use only by SICAs on transactions for nonconsumable items). |
| 9, A | ***Reserved.*** |
| B | One hundred percent supply status to requisitioner. |
| C | Reserved. |
| D | One hundred percent supply status to ***ship-to and/or credit-to as perpetuated to the*** SUPADD. |
| E | Reserved. |
| F | One hundred percent supply status and shipment status to requisitioner and ***ship-to and/or credit-to as perpetuated to the*** SUPADD. |
| G***, H*** | ***Reserved.*** |
| I | Not used. |
| J | ***Reserved.*** |
| K | Exception supply status and shipment status to requisitioner. |
| L | ***Reserved.*** |
| M | Exception supply status and shipment status to ***ship-to and/or credit-to as perpetuated to the*** SUPADD. |
| N | Reserved. |
| O | Not used. |
| P***, Q, R*** | ***Reserved.*** |
| S | One hundred percent supply status and shipment status to requisitioner. |
| T | Reserved. |
| U | One hundred percent supply status and shipment status to ***ship-to and/or credit-to as perpetuated to the*** SUPADD. |
| V***, W, X*** | ***Reserved.*** |

M&S Codes Used ***w***ith ***Requisition-Related Transactions***

| CODE | EXPLANATION |
|---|---|
| Y | No status to requisitioner or ***ship-to and/or credit-to as perpetuated to the*** SUPADD other than mandatory shipment status to the ship-to activity. Exception supply status and shipment status to the activity designated by a significant entry in ***the distribution code***. |
| Z | Exception supply status and shipment status to requisitioner and ***ship-to and/or credit-to as perpetuated to the*** SUPADD. |

# AP2.5. APPENDIX 2.5

## STOCK OR PART NUMBERS

AP2.5.1. Stock or part numbers are located in rp 8-22 of transactions. When a 13-digit national stock number (NSN) or non NSN assigned to the Overseas Dependent School System items is applicable:

AP2.5.1.1. The federal supply classification (FSC) shall be entered in rp 8-11.

AP2.5.1.2. The national or NATO item identification number (NIIN) shall be entered in record position (rp) 12-20.

AP2.5.1.3. Example:

| rp | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| NSN | 8 | 3 | 2 | 0 | 0 | 0 | 3 | 1 | 2 | 3 | 4 | 1 | 2 | BLANK | |

AP2.5.1.4. Cognizance symbols, stratification codes, fraction symbols, condition codes, etc., are never to be entered in rp 8-20.

AP2.5.2. When codes are required in addition to the NSN to properly identify the item being requisitioned and these codes are recognizable to the initial processing source, the codes shall be entered in rp 21 and 22. If one digit only, entry shall be in rp 21. See examples below:

| rp | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 25 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| NSN plus one code | 8 | 3 | 2 | 0 | 0 | 0 | 3 | 1 | 2 | 3 | 4 | 1 | 2 | 3 | BLANK |
| OR | | | | | | | | | | | | | | | |
| rp | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| NSN plus two codes | 1 | 5 | 6 | 0 | 0 | 0 | 3 | 1 | 2 | 3 | 4 | 1 | 2 | B | C |

AP2.5.3. When a 13-digit NATO NSN is applicable:

AP2.5.3.1. The North Atlantic Treaty Organization (NATO) FSC shall be entered in rp 8-11.

AP2.5.3.2. A two-position NCB code which identifies the NATO country assigning the NIIN shall be entered in rp 12-13. Examples of NCB codes are: (1) 00 and 01 - United States, (2) 99 - United Kingdom, (3) 21 - Canada, and (4) 12 - Germany. See DoD 4100.39-M (FLIS Procedures Manual), volume 10, table 9 for a complete listing of NCB codes.

AP2.5.3.3. The seven-digit NATO NIIN shall be entered in rp 14-20.

AP2.5.3.4. Example:

| rp | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| NATO NSN | 5 | 3 | 4 | 0 | 0 | 0 | 1 | 2 | 3 | 1 | 2 | 3 | 4 | BLANK | |

AP2.5.4. When a manufacturer's part number is applicable:

AP2.5.4.1. The contractor and Government entity (CAGE) code shall be entered in rp 8-12 (see example in paragraph AP2.5.4.5., below). If the CAGE code is not available, enter the in-the-clear description in the remarks section.

AP2.5.4.2. The manufacturer's part number, if 10 digits or less, shall be entered in rp 13-22 progressing from left to right, with unused spaces, if any left blank. Use the Federal Logistics Information System (FLIS) Procedures Manual, DoD 4100.39-M, Volume 4, Chapter 3, to verify the validity of part numbers.

AP2.5.4.3. When a manufacturer's part number exceeds 10 digits, the materiel shall be requisitioned on DD Form 1348-6.

AP2.5.4.4. When requisitioning across Service lines (i.e., inter-Service, DLA Supply Center, GSA) the 5-digit CAGE code shall always be entered in rp 8-12. When the requisitioner cannot determine the appropriate 5-digit CAGE, the manufacturer's name shall be provided using DD Form 1348-6.

AP2.5.4.5. Example: (Applicable to paragraphs AP2.5.4.1, AP2.5.4.2., and AP2.5.4.4., above.)

| rp | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Part Number | 1 | 2 | 3 | 4 | 5 | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 0 |

AP2.5.5. If an NSN or manufacturer's part number is not known but a description or publication reference is available to adequately identify the item, and such reference is meaningful to the processing point, use DD Form 1348-6.

AP2.5.6. When other than an NSN or part number is applicable (i.e., a plant equipment code, DoD ammunition code, locally assigned number, etc.) and:

AP2.5.6.1. If 15 digit or less, it shall commence in rp 8 and progress to the right, with unused spaces left blank. Example of less than fifteen digits:

| rp | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Number | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 2 | 3 | Blank | | |

AP2.5.6.2. If 15 digits, it shall commence in rp8 and progress to the right. Example of Fifteen digits:

| rp | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Number | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 1 | 2 | 3 | 4 | 5 | 6 |

AP2.5.6.3. If 16 digits or more, the DD Form 1348-6 shall be used and the entire number shall be entered in block 1 thereof.

AP2.5.7. Brand name resale subsistence items are identified by special item identification numbers assigned by DLA Troop Support and configured to conform with the NSN, as explained below:

| rp | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| DLA Troop Support Number | 8 | 9 | 1 | 5 | 0 | 0 | A | 1 | 6 | 1 | 0 | 9 | 9 |
| | FSC (a) | | | | NCB (b) | | Alpha (c) | Supply Bulletin Number (d) | | | Item Number (e) | | |

AP2.5.7.1. Rp 8-11 shall contain the FSC. Example: FSC 8915 is canned fruit and vegetables.

AP2.5.7.2. Rp 12-13 shall contain NCB Code 00 or 01.

AP2.5.7.3. Rp 14 shall contain an alpha character to distinguish brand name resale item numbers from NSNs. The letter A identifies item in 10-500 series of DLA

supply bulletins for brand name resale items. The letter B identifies items in the 10-600 bulletins. The letters S and J are assigned to certain brand name items not appearing in the 500 and 600 series bulletins. The latter are announced by DLA Troop Support in monthly master item lists.

AP2.5.7.4. Rp 15-17 shall contain the supply bulletin number, which identifies the brand name supplier. Example: SB 10-500-161, the numeric 161 identifies the specific supplier by name for brand name resale items listed in that bulletin.

AP2.5.7.5. Rp 18-20 shall contain the numerical sequence of items listed in the specific bulletin (0 thru 999), i.e., line item number in the bulletin.

AP2.5.8. Rp 3 of the document identifier code (DIC) (Appendix AP2.1) is significant to the type of number entered in rp 8-22. Any requisition containing special or locally assigned numbers (e.g., production equipment code (PEC), DoD Ammunition Code, Subsistence Brand Name Resale Item Identification Number) must contain a 4 or D unless additional data are entered in the remarks space.

AP2.5.9. Requisitions for perishable and nonperishable subsistence shall contain the applicable subsistence type of pack code in rp 21.

# AP2.6. APPENDIX 2.6

## UNIT OF ISSUE AND QUANTITY

AP2.6.1. The unit of issue (located in rp 23-24 of transactions) is a two-letter abbreviation of the types of units under which materiel is issued. Unit of issue codes are contained in DOD 4100.39-M (Federal Logistics Information System (FLIS) Procedures Manual), .

AP2.6.2. The quantity (located in rp 25-29 of transactions) is a numerical designation of the number of units applicable to the transaction. If the quantity required exceeds 99,999,[1] additional requisition(s) with new document number(s) shall be prepared and submitted for the remaining balance.

AP2.6.3. Exception rule for ammunition and ammunition related items (federal supply group (FSG) 13 and federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6818 or 8140). By trading partner agreement and by coordination with DLA Transaction Services, an exception rule is available for communicating larger quantities. This rule is only applicable when the initiating system is Defense Logisitcs Management System compliant (and supports larger quantities) and the receiving system is using legacy MILSTRIP. Under this rule, when the quantity exceeds 99,999, the DLA Transaction Services transaction conversion from DLMS to legacy format shall transmit the initial quantity using the standard configuration of using the qualifier "M" in rp 29 to represent thousands. The residual quantity from the DLMS transaction shall be transmitted separately using the original document number and original/blank suffix code. The legacy trading partner system shall be responsible for accumulating the quantities transmitted separately (rather than superseding or rejecting as duplicate transactions).[2]

---

[1] For ammunition transactions only (FSG 13), enter an "M" in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1,950.00 shall be expressed as 1950M (1950 in rp 25-28 and an "M" in rp 29). The "M" modifier is an optional feature that can be applied intraS/A and, by agreement, inter-S/A.

[2] Refer to ADC 441, Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits

# AP2.7. APPENDIX 2.7

## DOCUMENT NUMBER

AP2.7.1. The document number (located in record position (rp) 30-43 of transactions) is a nonduplicative number throughout the system. For support of U.S. Forces, it is constructed as follows: (See chapter 6 for document number construction for Security Assistance transactions.)

AP2.7.1.1. Department of Defense activity address code (DoDAAC) or Federal Standard Requisitioning and Issue Procedures (FEDSTRIP) activity address code (AAC) (rp 30-35).

AP2.7.1.2. Four-position ordinal date (rp 36-39).

AP2.7.1.3. Serial number (rp 40-43).

| | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Service | | | | | | | | | | | | | |
| Agency Code | | | | | | | | | | | | | |
| Activity Address Code | | | | | | Ordinal Date | | | | Serial Number | | | |
| 30 | 31 | 32 | 33 | 34 | 35 | 36 | 37 | 38 | 39 | 40 | 41 | 42 | 43 |

AP2.7.2. The entries in rp 30 and 31 will always be the appropriate character(s) from appendix AP2.2 that indicates the Service/Agency (S/A).

AP2.7.3. DoDAAC or FEDSTRIP AAC for each activity will be established and disseminated by each of the Services, DLA and the GSA. (See DLM 4000.25, Volume 6, Chapter 2, DoDAAD.) Each code so established will contain or serve as an address to permit shipping and billing for materiel and for mailing of documentation.

AP2.7.4. Entries in rp 36-39 (date) will always be numeric and will indicate the actual date of transmittal from the requisitioner to the initial supply source. If requisitions are predated to facilitate local processing, the requisition date will be amended (if necessary) to reflect the true date of transmittal.

AP2.7.4.1. Rp 36 will indicate the last numeric digit of the calendar year in which the document was originated. Example: 0 for 1990, 1 for 1991, etc.

AP2.7.4.2. Rp 37-39 will indicate the numerical or consecutive day of the calendar year; for example, 035 is equal to February $4^{TH}$.

Additional Examples:

| RECORD POSITIONS | | | | | DATES |
|---|---|---|---|---|---|
| 36 | 37 | 38 | 39 | | |
| 0 | 0 | 0 | 5 | - | January 5, 2010 |
| 9 | 0 | 5 | 2 | - | February 21, 2009 |
| 2 | 2 | 7 | 9 | - | October 5, 2012 |

AP2.7.5. Document serial numbers, assigned at the discretion of the document originator, are entered in rp 40-43. The document serial number will not be duplicated on the same day. The serial number may be assigned to consist of alphanumeric characters, with the exception of alphas I and O (on inter-Service transactions) under the following criteria:

AP2.7.5.1. Rp 40 may consist of alpha or numeric characters with the utilization of certain alphas limited as specified in paragraph AP2.7.5.3., below. Under DLMS implementation, this embedded information will be carried as a distinct data element referred to as the utilization code.

AP2.7.5.2. Rp 41-43 may consist of alpha or numeric characters on inter-S/A requisitions. However, the entries in rp 41-43 will not be meaningful to the receiving S/A, but will be perpetuated on documentation initiated as a result of requisition processing.

AP2.7.5.3. The following alphabetic codes have been reserved for use in rp 40:

| CODE | EXPLANATION |
|---|---|
| B[1] | Document number assigned by the Marine Corps Maintenance Center Bridge in conjunction with the changes required under DLA Marine Corps industrial activity support agreement. Applies where release of materiel is initiated within the Marine Corps systems and submission of the corresponding material release order is transmitted to the DLA managed warehouse. (This meaning is applicable only when an MCMC-associated DoDAAC is used to construct the document number.) |
| C | Use in the document number (unique control number) assigned for receipt of an item upgraded from scrap under DLA Disposition Services procedures. (This meaning is applicable only to DLA Disposition Services Field Office-prepared receipt transactions.) |

[1] Available under DLMS. Refer to ADC 396, Revised Procedures and Data Content for DLMS Materiel Release Order (940R) and Material Release Advice ((945A) and New Denial Management Code for Marine Corps BRAC Storage and Distribution Interface (SDI).

| CODE | EXPLANATION |
|---|---|
| D[2] | Document number assigned by the depot on behalf of the Marine Corps Maintenance Center under DLA Marine Corps industrial activity support agreement. Applies where release of materiel is initiated without submission of a corresponding material release order. (This meaning is applicable only when an MCMC-associated DoDAAC is used to construct the document number.) |
| E | Navy exception "ship to" for deployed naval units. |
| G | Navy exception "ship to" for deployed naval units. |
| J | Inventory control point (ICP) interrogations or offers of excess, and requisitions resulting from the interrogations or offers (denotes inter-service supply support transactions between ICPs). |
| K | Reserved. |
| L | Use to identify requisitions submitted to DLA Disposition Services that result from physical screening of property at the DLA Disposition Services Field Office. This type of requisition is referred to as a “Walk-In Requisition.” |
| M[3] | Use to identify Inventory Control Point/Integrated Materiel Manager directed disposal release orders resulting from Base Realignment and Closure (BRAC). This value is not currently approved for use on other transaction types. |
| N | Reserved. |
| P | Reserved for DoD assignment. |
| Q | Use to identify requisitions and related transactions/documents for items reclaimed from aircraft and equipment from the Aerospace Maintenance and Regeneration Center (AMARC). |
| R[4] | Use to identify document numbers generated within the DLA Disposition Services’ Reutilization/Transfer/Donation (RTD) Web to accommodate processing of the individual lines associated with requisitioning a Disposition Services container. |
| S[5] | Use to identify requisitions submitted to DLA Disposition Services. |
| T | Use to identify Electronic Turn-In Document (ETID) prepared shipments/ transfers to DLA Disposition Services.[6] |

[2] Ibid.
[3] Use of modified definitions for codes M, R, and S in record position 40 last reported as not implemented by United States Navy (USN), United States Air Force (USAF), and United States Marine Corps (USMC). Refer to AMCL 145
[4] Ibid.
[5] Ibid.
[6] ADC 464 (PDC 484), Intransit Control System (ICS), Shipment Status (DLMS 856S/Document Identifier Code (DIC) AS3), and Disposal Shipment Confirmation Follow-up (DLMS 940/ DIC AFX/AFZ) under RBI.

| CODE | EXPLANATION |
|---|---|
| U | Product quality deficiency report (PQDR), ***storage quality control report (SQCR),*** and supply discrepancy report (SDR) related transactions when the original requisition number is not known. (See MILSBILLS procedures in DLM 4000.25, Volume 4, Finance.) |
| V[7] | Nuclear Related Materiel Code 2305 material requires manual routine contact of Nuclear Engineering Department for delivery instructions. |
| W | Navy exception "ship to" for deployed naval units. |
| Z[8] | Nuclear related materiel code 2305 material requires manual immediate contact of Nuclear Engineering Department for delivery instructions. |

[7] Available under DLMS. Refer to ADC381, Procedures and Additional Data Content supporting Requisitions, Requisition Alerts, and Unit of Use Requirements under Navy BRAC SS&D/IMSP
[8] Ibid.

# AP2.8. APPENDIX 2.8

## DEMAND AND SUFFIX CODES

| | |
|---|---|
| NUMBER OF CHARACTERS: | One. |
| TYPE OF CODE: | Alpha/Numeric. |
| EXPLANATION: | Has dual use and the meaning of the code entered is dependent upon the directional flow of the document. |
| RECORD POSITION: | 44 |

AP2.8.1. Demand Codes.[1] Requisitions requiring demand codes shall be entered in this position by the activity creating the request. The demand code is a mandatory entry of an alphabetic character to indicate to the management element of a distribution system whether the demand is recurring or nonrecurring as follows:

| CODE | EXPLANATION |
|---|---|
| I | INACTIVATED ITEM DEMAND. This code will be entered only in requisitions (document identifier code (DIC) A0_) applicable to inactivated items by DAAS. |
| N | NONRECURRING DEMAND. A request made for a requirement known to be a one-time occurrence; for example, a modification work order (MWO) kit for application or an initial request for storage. Requisitions shall be coded nonrecurring when the demand is anticipated to be nonrepetitive. |
| O (Alpha) | NO DEMAND. To be assigned by requisitioning activities in submitting requisitions for substitute items which are acceptable in lieu of previously requisitioned but delayed items and for initial fill of prepositioned war reserve materiel stock (PWRMS) consumable item requirements. Also applicable to resubmission of previously requisitioned requirements under a new document number when associated with shortage or nonreceipt for which shipment status was received. May be prescribed by the program manager on the basis of a nonrepetitive program requirement for which use of Demand Code N or P is determined to be inappropriate. |
| P | NONRECURRING DEMAND FOR SPECIAL PROGRAM REQUIREMENTS. Entered in requisitions by a requisition initiator to identify a requisition for special program/requirements for which stocks were known to have been acquired by the ICP in anticipation of such demands. |

[1] When no demand code is entered in the requisition, the ICP shall consider such demand as R. (See chapter 3.)

| | |
|---|---|
| R | RECURRING DEMAND. A request made periodically or anticipated to be repetitive by an authorized requisitioner for consumption or use, or for stock replenishment. The occurrences encompass most demands; therefore, a demand shall be considered recurring when a doubt exists. Note: This requirement is not applicable to resubmission of previously requisitioned requirements under a new document number when associated with shortage or nonreceipt for which shipment status was received; use Demand Code O for these requirements. |
| S | COMMISSARY RESALE DEMAND. A demand for perishable and nonperishable subsistence items only for resale. Commissary demands for troop issue subsistence shall be identified with Demand Codes R or N only. |

AP2.8.2. Suffix Codes – General

AP2.8.2.1. Suffix codes shall be entered in this position by elements of the distribution system as transactions occur. The purpose of the suffix code is to relate and identify requisition and Materiel Returns Program (MRP) transaction “partial actions” taken on the original requisition or MRP transaction without duplicating or causing loss of identity of the original number.

AP2.8.2.2. Suffix codes do not relate to separate transportation units involved in the shipment of materiel. Neither do they identify final shipments nor differentiate between partial and final shipments.

AP2.8.2.3. Suffix codes shall be alphabetic or numeric with the exception that the following alpha and numeric characters shall never be used:

| ALPHA | NUMERIC |
|---|---|
| I, N, O, P, R, S, and Z | 1 and 0 |

AP2.8.2.4. Suffix Y is reserved for used by Navy and DLA only in their intra-Service action involving duplicate shipments.

AP2.8.2.5. Service/Agency (S/A) implementation of these instructions shall provide for block assignment of suffix codes in a decentralized system to preclude duplicate assignment of suffix codes against the same document number. Block assignment of the suffix codes should be accomplished essentially as follows:

| PROCESSING SOURCE | ASSIGNED SUFFIXES |
|---|---|
| Initial Source | A through E |
| First Secondary Source | F through H, J and K |
| Second Secondary Source | L, M, Q, T, and U |
| Third Secondary Source | V through X |

| | |
|---|---|
| Fourth Secondary Source | 2 through 9 |

AP2.8.2.6. Suffix assignment within centralized distribution systems shall be accomplished from the authorized codes as listed below:

| | AUTHORIZED SUFFIXES |
|---|---|
| Central Processing Source | A through Z and 2 through 9, exclusive of I, N, O, P, R, S, Y, and Z |

AP2.8.2.7. Storage and other activities responsible for processing transactions containing suffixes shall always perpetuate the suffix code onto related transactions that they generate.

AP2.8.2.8. When assigned, suffix codes shall be sequentially advanced within code assignments as split actions occur. Recipients of status transactions containing suffix codes shall consider the suffix codes in combination with dates, status codes, and quantities when accounting for split transactions.

AP2.8.3. Suffix Codes – Requisition Transaction

AP2.8.3.1. Processing elements of the distribution system shall enter a suffix code in rp 44[2] of transactions involving partial quantities such as:

AP2.8.3.1.1. Referral actions for a partial quantity.

AP2.8.3.1.2. Passing actions for a partial quantity.

AP2.8.3.1.3. Release of a partial quantity.

AP2.8.3.1.4. Rejection of a partial quantity.

AP2.8.3.1.5. Backorder of a partial quantity.

AP2.8.3.1.6. Backorder release of a partial quantity.

AP2.8.3.1.7. Procurement of a partial quantity for direct delivery by a vendor.

AP2.8.3.1.8. Any other action applicable to a partial quantity.

AP2.8.3.2. Processing elements of distribution systems shall not enter suffix codes under the following conditions:

[2] MILSTRIP supports the valid use of Suffix Code X, which may be perpetuated into the 15th character of the Transportation Control Number (TCN) (which is normally derived from the MILSTRIP suffix code). However, the Defense Transportation Regulation (DTR) also allows X as a default value when no suffix code is assigned. This redundancy in the significance of the X in the TCN is recognized and accepted.

AP2.8.3.2.1. Referral actions for a total quantity.

AP2.8.3.2.2. Passing actions for a total quantity.

AP2.8.3.2.3. Release of a total quantity.

AP2.8.3.2.4. Rejection of a total quantity.

AP2.8.3.2.5. Backorder of a total quantity.

AP2.8.3.2.6. Backorder release of a total quantity.

AP2.8.3.2.7. Procurement of a total quantity for direct delivery by a vendor.

AP2.8.3.2.8. Any other action applicable to a total quantity.

AP2.8.4. Suffix Codes - Materiel Returns Program

AP2.8.4.1. Processing elements of the distribution system shall enter a suffix code in rp 44 of MRP transactions involving partial quantities, such as:

AP2.8.4.1.1. Return partial quantity with credit.

AP2.8.4.1.2. Return partial quantity without credit.

AP2.8.4.1.3. Partial quantity authorized for disposal.

AP2.8.4.1.4. Effect lateral redistribution of partial quantity.

AP2.8.4.1.5. Effect split returns by separate priority.

AP2.8.4.1.6. Any other action applicable to a partial quantity.

AP2.8.4.2. Processing elements of distribution systems shall not enter suffix codes in MRP transactions for total quantity.

# AP2.9. APPENDIX 2.9

## SUPPLEMENTARY ADDRESS

AP2.9.1. The supplementary address (SUPADD)/supplemental data field is a multi-purpose data element. Usage rules vary for U.S. Forces and Security Assistance, by the intent of the transaction originator, as well as based upon the transaction format (legacy MILSTRIP vs. DLMS) used to communicate the information. Regardless of usage or format, the originator's SUPADD/supplementary data shall be perpetuated in all subsequent transactions and documentation.

AP2.9.2. U.S. Forces

AP2.9.2.1. Under legacy MILSTRIP, the SUPADD (located in rp 45-50) in transactions for support of U.S. Forces, when significant, will contain a DoD activity address code (DoDAAC). The entry in the first position (Service) or first and second position (Federal Agency, if numeric-numeric, or special program activity, if numeric-alpha) shall always be the appropriate character(s) identifying the Service/Agency (S/A) or program (see Appendix 2.2. Service and Agency Codes). The DoDAAC shall be established in the authoritative DLA Transaction Services DoD Activity Address Directory (DoDAAD) database by S/A designated DoDAAD Central Service Points for dissemination in a variety of formats. Each code so established will contain address(es) in detail to permit the shipping and billing of materiel. (See the DLM 4000.25, Volume 6, Chapter 2, DoD Activity Address Directory (DoDAAD).)

| Service/Agency | | | | | |
|---|---|---|---|---|---|
| Activity Address Code | | | | | |
| 45 | 46 | 47 | 48 | 49 | 50 |

AP2.9.2.2. Under DLMS, the SUPADD shall be replaced by a generic supplemental data field. DoDAACs provided for the purpose of identifying a ship-to and/or bill-to activity are carried as discrete data elements in the DLMS transaction address segment with specific data qualifiers indicating the exact purpose.

AP2.9.2.2.1. In a mixed legacy/DLMS environment, the supplemental data field is used to perpetuate/populate the legacy MILSTRIP SUPADD. During this time, field size for the supplemental data field is restricted to 6 positions. When containing a DoDAAC, the value carried in the supplemental data field must also be repeated in the applicable DLMS address segment to identify the ship-to/bill-to activity.

AP2.9.2.2.2. Under full DLMS, the requirement to pass activity address information within the supplement data shall be terminated and the supplementary data

field will be used for miscellaneous data only. Under full DLMS, the field length shall be expanded to 30 positions.

AP2.9.2.3. Non-significant Supplemental Data. The Service/Agency Code Y in the first position shall be used to denote that the field is being used for data rather than a ship-to/bill-to DoDAAC. When the originator of the transaction uses the SUPADD/supplemental data field for data rather than addressing, the entry shall be considered non-significant to the receiving activity except by coordinated prior agreement ***or authorized procedures for inter-Service ownership transfer of ammunition/ammunition-related materiel.***

***AP2.9.2.4. Inter-Service Ownership Transfer of Ammunition/Ammunition-related Materiel***

***AP2.9.2.4.1 When used for inter-Service ownership transfer of ammunition or ammunition-related materiel located in a Single Manager for Conventional Ammunition (SMCA) storage activity where no physical movement of materiel or billing applies, the Referral Order (DLMS 511R/DIC A4_) shall cite Signal Code M and Project Code CYK in conjunction with a SUPADD/supplemental data field beginning with Service/Agency Code Y (a ship-to DoDAAC is not applicable). In a mixed DLMS/legacy environment, the required additional data content to support this process will be concatenated in the SUPADD/supplemental data field as follows:***

- ***First position: Service/Agency Code Y***
- ***Second position: Old (from) ownership code***
- ***Third-fifth position: New owner RIC***
- ***Last position: New/gaining (to) ownership code***

***AP2.9.2.4.2 Materiel release orders (MROs) (DLMS 940R/DIC A5_) directed to an SMCA storage activity for inter-Service transfer of ammunition or ammunition-related materiel with no physical movement or billing will cite the SUPADD/supplemental data constructed as in AP2.9.4.1 in combination with Signal Code M. All subsequent transactions will perpetuate this construct.***

***AP2.9.2.4.3 Under DLMS, the originating system will also provide the discrete data elements where applicable, mirroring those contained in the supplemental data. This redundancy will be retained until all parties are using DLMS and the supplemental data field may be repurposed for unrelated information.***

AP2.9.2.5. When the first position of the document number contains a valid S/A alpha designator and the first position of the SUPADD/data field contains a zero (0), DAAS shall change the zero (0) to Y.

AP2.9.3. Security Assistance

AP2.9.3.1. For Security Assistance transactions, the legacy MILSTRIP SUPADD, as well as the mixed environment DLMS supplemental data field, is used for a concatenation of multiple distinct data elements.

AP2.9.3.1.1. For Foreign Military Sales (FMS), the first position (legacy format rp 45) shall contain the in-country Service designating the military service within the Security Assistance customer country. For Grant Aid, the first position shall contain Service/Agency Code Y. Note that the Y is subsequently converted to an X for establishment of the applicable Military Assistance Program Address Code (MAPAC).

AP2.9.3.1.2. The contents of the remaining positions vary for both FMS and Grant Aid, according to the Security Assistance country and the originator's intent. (See MILSTRIP Chapter 6 and AP3.03 or DLM 4000.25, Volume 6, Chapter 3, Military Assistance Program Address Directory (MAPAD), for detailed guidance.)

AP2.9.3.2. In a mixed legacy/DLMS environment, the supplemental data field shall be interpreted during DLA Transaction Services' DAAS processing and separated into its discrete data elements for transmission to DLMS-compliant applications. Under full DLMS, the originating system shall provide the discrete data elements applicable to the transaction including: customer within country code, offer and release option code, FMS case number, program line number, record control number.

# AP2.10. APPENDIX 2.10

## SIGNAL CODES

AP2.10.1. ***General**. This appendix provides guidance for legacy-formatted MILSTRIP requisitions and provides transition guidance for perpetuation of the signal code under DLMS. The long-term goal for DLMS procedures is to eventually terminate the use of the signal code, which is redundant to the use of discretely identified activities relevant to the transaction.*

AP2.10.***2***. ***Legacy MILSTRIP Business Rules**.* The signal code (record position 51) in A series documents has two purposes; it designates the fields containing the intended consignee (ship-to), and the activity to receive and effect payment of bills, when applicable. In the case of the Material Returns Program (MRP), ***D**ocument **I**dentifier **C**ode* (DIC) FT_ series, the signal code designates the fields containing the intended consignor (ship-from) and the activity to receive and process credits, when applicable. All requisitions/asset reports will contain the appropriate signal code.

AP2.10.2.***1***. The coding structure and its meaning for ***DIC*** A_ series documents ***are shown in Table AP2.10.T1.***

| ***Table AP2.10.T1. Legacy-Formatted Requisitioning Transaction Business Rules*** | | |
|---|---|---|
| ***Code*** | ***Ship to . . .*** | ***Bill to . . .*** |
| ***A*** | ***Requisitioner*** | ***Requisitioner (rp 30-35)*** |
| ***B*** | ***Requisitioner*** | ***Supplementary address (rp 45-50)*** |
| ***C*** | ***Requisitioner*** | ***Bill-to party designated by the fund code (52-53)*** |
| ***D*** | ***Requisitioner*** | ***No billing required (free issue) (Not to be used by DoD activities when submitting requisitions on General Services Administration (GSA))*** |
| ***J*** | ***Supplementary address*** | ***Requisitioner (rp 30-35)*** |
| ***K*** | ***Supplementary address*** | ***Supplementary address (rp 45-50)*** |

| ***Table AP2.10.T1. Legacy-Formatted Requisitioning Transaction Business Rules*** | | |
|---|---|---|
| ***Code*** | ***Ship to . . .*** | ***Bill to . . .*** |
| ***L*** | ***Supplementary address*** | ***Bill-to party designated by the fund code (52-53)*** |
| ***M*** | ***Supplementary address[1]*** | ***No billing required (free issue). (Not to be used by DoD activities when submitting requisitions on GSA)*** |
| ***W*** | ***Requisitioner*** | ***For intra-Service use only*** |
| ***X*** | ***Supplementary address*** | ***For intra-Service use only*** |

AP2.10.2.**2**. The coding structure and its meaning ***for applicable Materiel Returns Program (MRP) (***DIC FT_ series documents) ***are shown in Table AP2.10.T2.***

| ***Table AP2.10.T2. Legacy-Formatted Asset Reporting Transaction Business Rules*** | | |
|---|---|---|
| ***Code*** | ***Ship from . . .*** | ***Credit to . . .*** |
| ***A*** | ***Requisitioner*** | ***Requisitioner (rp 30-35)*** |
| ***B*** | ***Requisitioner*** | ***Supplementary address (rp 45-50)*** |
| ***C*** | ***Requisitioner*** | ***Bill-to party designated by the fund code (52-53)*** |
| ***D*** | ***Requisitioner*** | ***No credit required*** |
| ***J*** | ***Supplementary address*** | ***Requisitioner (rp 30-35)*** |
| ***K*** | ***Supplementary address*** | ***Supplementary address (rp 45-50)*** |
| ***L*** | ***Supplementary address*** | ***Bill-to party designated by the fund code (52-53)*** |
| ***M*** | ***Supplementary address*** | ***No credit required*** |
| ***W*** | ***Requisitioner*** | ***For intra-Service use only*** |

***[1] When used to identify ownership transfer of ammunition and ammunition-related materiel with no physical movement of materiel or billing, Signal Code M is used in conjunction with Project Code CYK and the supplementary address/supplemental data field beginning with Service/Agency Code Y and will not require inclusion of a valid ship-to DoDAAC. Refer to ADC 1020.***

| ***Table AP2.10.T2. <u>Legacy-Formatted Asset Reporting Transaction Business Rules</u>*** | | |
|---|---|---|
| ***Code*** | ***Ship from . . .*** | ***Credit to . . .*** |
| ***X*** | ***Supplementary address*** | ***For intra-Service use only*** |

***AP2.10.2.3.*** When the Signal Code is C or L, an additional use for the fund code is to indicate the bill-to office. The fund code to bill-to office conversion under MILSBILLS procedures is prescribed in the fund code appendix of DLM 4000.25, Volume 4, Finance.

***AP2.10.3 DLMS MILSTRIP Business Rules.[2] Pending future termination of the signal code under DLMS, the signal code remains as a required data element. Redundant mapping of the discretely identified activities is required during an extended transition period to ensure interoperability in a mixed DLMS/legacy environment.***

***AP2.10.3.1 Although identified in the transaction, the signal code in requisitions, including referral and passing orders, must also designate the role/placement of legacy fields containing the intended consignee (ship-to), and the activity to receive and effect payment of bills, when applicable. In the case of the MRP, the signal code designates the role/placement of fields containing the intended consignor (ship-from) and the activity to receive and process credits, when applicable. All requisitions/asset reports will contain the appropriate signal code.***

***AP2.10.3.2 The coding structure and its meaning for requisition documents are shown in Table AP2.10.T3.***

| ***Table AP2.10.T3. <u>DLMS-Formatted Requisitioning Transaction Business Rules</u>*** | | | |
|---|---|---|---|
| ***Code*** | ***Ship to . . .*** | ***Bill to . . .*** | ***Notes*** |
| ***A*** | ***Requisitioner Requisitioner DoDAAC perpetuated to the bill and ship-to (N101/Code BS)*** | ***Requisitioner Requisitioner DoDAAC perpetuated to the bill and ship-to (N101/Code BS)*** | ***Supplemental data non-significant (LQ01/Code A9)*** |

***[2] Refer to ADC 1009A.***

| Table AP2.10.T3. DLMS-Formatted Requisitioning Transaction Business Rules | | | |
|---|---|---|---|
| **Code** | **Ship to . . .** | **Bill to . . .** | **Notes** |
| **B** | **Requisitioner Requisitioner DoDAAC perpetuated to the ship-to (N101/Code ST)** | **Addressee (other than the requisitioner) designated by the bill-to (N101/Code BT)** | **Perpetuate bill-to DoDAAC to the supplemental data (LQ01/Code A9)** |
| **C** | **Requisitioner Requisitioner DoDAAC perpetuated to the ship-to (N101/Code ST)** | **Addressee (other than the requisitioner or ship-to) designated by the bill-to (N101/Code BT)** | **Supplemental data non-significant (LQ01/Code A9)**<br><br>**Bill-to DoDAAC must be associated with the fund code in the Fund Code to Billed DoDAAC Conversion Table[3]** |
| **D** | **Requisitioner Requisitioner DoDAAC perpetuated to the ship-to (N101/Code ST)** | **No billing required (free issue)** | **Supplemental data non-significant (LQ01/Code A9)** |
| **J** | **Addressee (other than the requisitioner) designated by the ship-to (N101/Code ST)** | **Requisitioner Requisitioner DoDAAC perpetuated to the bill-to (N101/Code BT)** | **Perpetuate ship-to DoDAAC to the supplemental data (LQ01/Code A9)** |
| **K** | **Addressee (other than the requisitioner) designated by the bill and ship-to (N101/Code BS)** | **Addressee (other than the requisitioner) designated by the bill and ship-to (N101/Code BS)** | **Perpetuate bill and ship-to DoDAAC to the supplemental data (LQ01/Code A9)** |

[3] Refer to DLM 4000.25, Volume 4, Finance.

| Table AP2.10.T3. DLMS-Formatted Requisitioning Transaction Business Rules | | | |
|---|---|---|---|
| **Code** | **Ship to . . .** | **Bill to . . .** | **Notes** |
| L | Addressee (other than the requisitioner) designated by the ship-to (N101/Code ST) | Addressee (other than the requisitioner or ship-to) designated by the bill-to (N101/Code BT) | Perpetuate ship-to DoDAAC to the supplemental data (LQ01/Code A9)<br><br>Bill-to DoDAAC must be associated with the identified Fund Code in the Fund Code to Billed DoDAAC Conversion Table[4] |
| M | Addressee (other than the requisitioner) designated by the ship-to (N101/Code ST)[5] | No billing required (free issue) | Perpetuate ship-to DoDAAC to the supplemental data (LQ01/Code A9)[6] |
| W | Requisitioner (N101/Code ST) | For intra-Service use only | |
| X | Addressee (other than the requisitioner) designated by the ship-to (N101/Code ST) | For intra-Service use only | Perpetuate ship-to DoDAAC to the supplemental data (LQ01/Code A9) |

***AP2.10.3.3. The coding structure and its meaning for MRP asset reports documents are shown in Table AP2.10.T4.***

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[4] ***Ibid.***
[5] ***When used to identify ownership transfer of ammunition and ammunition-related materiel with no physical movement of materiel or billing, Signal Code M is used in conjunction with Project Code CYK and the supplementary address/supplemental data field beginning with Service/Agency Code Y and will not require inclusion of a valid ship-to DoDAAC. Refer to ADC 1020.***
[6] ***Ibid.***

| Table AP2.10.T4. DLMS-Formatted Asset Reporting Transaction Business Rules | | | |
|---|---|---|---|
| ***Code*** | ***Ship from . . . (N101/Code SF)*** | ***Credit to . . . (N101/Code ZB)*** [7] | ***Notes*** |
| ***A*** | ***Reporting activity identified in the document number perpetuated to the shipped from and party to receive credit*** | ***Reporting activity identified in the document number perpetuated to the shipped from and party to receive credit*** | |
| ***B*** | ***Reporting activity identified in the document number perpetuated to the shipped from*** | ***Addressee (other than the reporting activity) designated by the party to receive credit*** | ***Perpetuate credit-to DoDAAC to the supplemental data (LQ01/Code A9)*** |
| ***C*** | ***Reporting activity identified in the document number perpetuated to the shipped from*** | ***Addressee (other than the reporting activity) designated by the party to receive credit based on the fund code.*** | ***Credit-to DoDAAC must be associated with the identified Fund Code in the Fund Code to Billed DoDAAC Conversion Table*** [8] |
| ***D*** | ***Reporting activity identified in the document number perpetuated to the shipped from*** | ***No credit required*** | |
| ***J*** | ***Addressee (other than the reporting activity identified in the document number) discretely identified as the shipped from*** | ***Reporting activity identified in the document number perpetuated to the party to receive credit*** | ***Perpetuate reporting location to the supplemental data (LQ01/Code A9)*** |

***[7] A single party to receive credit is used pending implementation of a DLMS enhancement to distinguish and discretely identify the party to receive credit for materiel; party to receive credit for packing, crating, and handling; and party to receive credit for transportation.***
***[8] Refer to DLM 4000.25, Volume 4, Finance.***

| Table AP2.10.T4. DLMS-Formatted Asset Reporting Transaction Business Rules | | | |
|---|---|---|---|
| ***Code*** | ***Ship from . . . (N101/Code SF)*** | ***Credit to . . . (N101/Code ZB)*** [7] | ***Notes*** |
| ***K*** | ***Addressee (other than the reporting activity identified in the document number) designated by the shipped from and party to receive credit*** | ***Addressee (other than the reporting activity identified in the document number) designated by the shipped from and party to receive credit*** | ***Perpetuate party to receive credit DoDAAC to the supplemental data (LQ01/Code A9)*** |
| ***L*** | ***Addressee (other than the reporting activity identified in the document number) designated by the shipped from*** | ***Addressee (other than the reporting activity identified in the document number or shipped from) designated by the party to receive credit based on the fund code*** | ***Perpetuate shipped from DoDAAC to the supplemental data (LQ01/Code A9)***<br><br>***Credit-to DoDAAC must be associated with the identified fund code in the Fund Code to Billed DoDAAC Conversion Table*** |
| ***M*** | ***Addressee (other than the reporting activity identified in the document number) designated by the shipped from*** | ***No credit required*** | ***Perpetuate shipped from DoDAAC to the supplementary data (LQ01/Code A9)*** |
| ***W*** | ***Reporting activity identified in the document number perpetuated to the shipped from*** | ***For intra-Service use only*** | |
| ***X*** | ***Addressee (other than the reporting activity identified in the document number) designated by the shipped from*** | ***For intra-Service use only*** | |

AP2.10.***4***. The coding structure and its meaning for shipments/transfers to DLA Disposition Service Field Office:

AP2.10. ***4***.1. For shipments/transfers of hazardous materiel and waste to DLA Disposition Service Field Offices, the Disposal Turn-In Document (DTID), DD Form 1348-1A, DD Form 1348-2, or authorized electronic equivalent, ***will*** reflect the designated consignee DLA Disposition Service Field Office ***as the ship-to (N1/Code ST) (MILSTRIP Legacy supplementary address (***rp 45-50***))*** and the signal code ***will*** be ***as shown in Table AP2.10.T5.***

***Table AP2.10.T5. DTID Signal Code Business Rules***

| ***Code*** | ***Bill to . . .*** |
|---|---|
| ***A*** | ***Turn-in activity identified in the document number (MILSTRIP legacy rp 30-35)*** |
| ***B*** | ***Bill to activity in block 27 of the DTID. If Signal Code B is present and no bill-to activity is provided in DTID block 27, the bill-to office will default to the turn-in activity identified in the document number (MILSTRIP legacy rp 30- 35).*** |
| ***C*** | ***Addressee designated by the fund code (MILSTRIP legacy rp 52-53). If Signal Code C is present and no bill-to activity is identified on the Fund Code to Billed DoDAAC Conversion Table, the bill-to office will default to the turn-in activity in the document number (MILSTRIP legacy rp 30-35).<br>For Signal Code C, bill to activity must also be identified in block 27 of the DTID.*** |
| ***L*** | ***Addressee designated by the fund code (legacy rp 52-53). If Signal Code L is present and no bill-to activity is identified on the Fund Code to Billed DoDAAC Conversion Table, the bill-to office will default to the turn-in activity in the document number (MILSTRIP legacy rp 30-35).<br>For Signal Code L, bill to activity must also be identified in block 27 of the DTID.*** |

***AP2.10.4.2. Only the signal codes in AP2.10.3.1 are applicable on the DTID for hazardous materiel or waste turn-in. Processing under Signal Codes C and L are redundant to allow perpetuation of legacy system procedures.***

***AP2.10.5. Designation of the DoD EMALL DoDAAC SC4210 as the bill-to indicates payment via Government purchase card or corporate credit card applies.***

# AP2.11. APPENDIX 2.11

## FUND CODES

AP2.11.1. Fund codes (located in rp 52-53 of transactions) are two-position alpha/numeric codes used with the Service or Agency code of the billed office to designate the billing method (interfund or noninterfund). When interfund billing is indicated, the fund code also indicates the fund account to be charged (disbursed) or credited (refunded). The fund code to fund account conversion is prescribed in the MILSBILLS procedures fund code appendix of DLM 4000.25, Volume 4, Finance.

AP2.11.2. An additional use for the fund code is to indicate the DoDAAC of the "bill-to" office when the Signal Code is C or L. The conversion of fund code to billed office DoD activity address code (DoDAAC) conversion is prescribed in the fund code appendix of DLM 4000.25, Volume 4, Finance.

AP2.11.3. Requisitions submitted to DoD activities and the Government Services Administration (GSA) shall always contain a fund code, unless the materiel requested has been offered without reimbursement, in which case the signal code (rp 51) shall be D or M (free issue) and the fund code shall have no meaning to the requisition processing point.

# AP2.12. APPENDIX 2.12

## DISTRIBUTION CODES

| | |
|---|---|
| NUMBER OF CHARACTERS: | Three. |
| TYPE OF CODE: | Alpha/Numeric. |
| EXPLANATION: | An alpha or numeric entry in rp 54 requires a decision as indicated in this appendix. |
| RECORD POSITION(S): | 54-56. |
| POSITION 54: | Activities eligible to receive additional status and assigned codes. |
| POSITION 55-56: | Internal Service/Agency (S/A) use. |

AP2.12.1. Use of Distribution Codes. The distribution field is a three-position two-part field of which the first part (record position (rp) 54) is significant and shall require a decision when the entry is alphabetic or an assigned numeric. When an alphabetic or assigned numeric entry is contained in rp 54, the activity designated by the entry shall be furnished 100 percent supply and shipment status on all priorities in addition to status furnished using the media and status (M&S) entry in rp 7. When rp 7 is M&S 0, 8, or Y, the activity designated in rp 54 is responsible for furnishing status to other status eligible recipients. The second part of the field (rp 55-56) is discretionary for other types of internal control. The distribution code serves only to indicate an addressee is to receive status (including MOV requests) and may be changed only by submission of a DIC AM_ requisition modifier.

AP2.12.1.1. A numeric entry in rp 54 which is not assigned on an inter-Component basis by the DoD MILSTRIP System Administrator shall be nonsignificant to the system but shall always be perpetuated in other transactions.

AP2.12.1.2. An alpha character or assigned numeric entry is significant and shall always be perpetuated in other transactions.

AP2.12.1.3. Alphabetic or numeric entries in rp 55 and 56 shall not require decisions, but shall always be perpetuated in other transactions.

AP2.12.2. Assignment and Maintenance of Distribution Codes. Distribution codes are assigned to identify the activities to receive 100 percent supply and shipment status for all priority designators in addition to the status to be furnished using the M&S entry in rp 7.

AP2.12.2.1. Alphabetic distribution codes are assigned by the Component coordinator as identified by the S/A code from appendix AP2.2. and a DoD activity address code (DoDAAC).

AP2.12.2.2. Numeric distribution codes are controlled and approved by Defense Logistics Management Standards and shall not be used by the Components without prior approval. When a numeric code is assigned for inter-Service use, a Proposed Defense Logistics Management System (DLMS) Change (PDC) containing the required or desired implementation date shall be staffed with the Components. In addition, numeric distribution codes are nonsignificant unless they are assigned by the DoD MILSTRIP Administrator for inter-Component use.

AP2.12.2.3. Each Component coordinator listed in AP2.12.4., shall ensure currency in code assignments. Additional assignments, revisions, or deletions of distribution codes, with the exception of codes used with Service Code H, shall be requested from the DAAS[1] for update of the central file. Requests for assignment of Service Code H distribution codes shall be requested from the DoD MILSTRIP Administrator by mail to Defense Logistics Management Standards J627 Room 1650, Defense Logistics Agency J627, MILSTRIP Administrator, 8725 John J Kingman Road, STOP 6205, Fort Belvoir, VA 22060-6217, or by the Defense Logistics Management Standards Website comment form.

AP2.12.2.4. The DAAS maintains the database of distribution codes[2] and shall serve as the focal point for all database revisions. Use https://www.transactionservices.dla.mil/DAASINQ/ to interrogate the distribution code file. Assigned distribution codes are listed by month at https://www2.transactionservices.dla.mil/logreports/daasc_reports.asp[3]. Select 'MILSTRIP Distribution Codes' from the drop-down menu box and select the applicable month. Each report displays the 'as of' date for the codes listed.

AP2.12.3. Numeric Distribution Codes. Current use of numeric distribution codes are as follows:

| CODE | USE |
|---|---|
| 1 | Reserved for assignment by the DoD MILSTRIP System Administrator. |
| 2 | For use by IMMs to identify transactions associated with lateral redistribution of DoD consumable assets |
| 3 | For use by IMMs to identify transactions associated with lateral redistribution of DoD reparable assets |

[1] DAAS requires a user authorization to obtain information from their website. If you do not currently have approved access to DAAS (user id and password), please complete a request for access by going to the following DAAS website: https://www.transactionservices.dla.mil/sar/warning.asp

[2] Ibid.

[3] Ibid.

| CODE | USE |
|---|---|
| 4 | Use for DoD EMALL requisitions |
| 5 | Inter-Component use with Service/Agency Code N to identify a DLA DoDAAC to receive supply and shipment status and materiel obligation validation (MOV) for DLA-funded Navy requisitions to other Services under industrial activity support agreement. |
| 6 | Inter-Component use with the Navy Service Codes N, V, and R |
| 7 and 8 | Inter-Component use with the transmission of MOV requests |
| 9 | DLA Disposition Services<br>Federal Center<br>Battle Creek MI 49016-3412 |
| 111 | Inter-Component use for Retail Transportation and Supply Receipt and Acknowledgement Interchange (See DLM 4000.25, Volume 3, Chapter 2) |

AP2.12.4. Component Coordinators. DoD Component coordinators are established for S/A assignment of distribution codes. See the Defense Logistics Management Standards Website under Service/Focal points http://www.dla.mil/HQ/InformationOperations/DLMS/allpoc/

# AP2.13. APPENDIX 2.13

## PROJECT CODES

| | |
|---|---|
| NUMBER OF CHARACTERS: | Three. |
| TYPE OF CODE: | Alpha/Numeric. |
| EXPLANATION: | Identifies requisitions and related documentation as to special programs, exercises, projects, operations, or other purposes. |
| LEGACY RECORD POSITION(S): | 57-59. |
| DLMS SEGMENT/QUALIFIER: | LQ Segment, LQ01 Qualifier 78[1] |

AP2.13.1. Project codes are used to distinguish requisitions and related documentation and shipments, and to accumulate Service/Agency (S/A) performance and cost data related to exercises, maneuvers, and other distinct programs, projects, and operations. If no project code is applicable, leave blank in the applicable transaction.

AP2.13.2. Project codes, other than Office of the Secretary of Defense (OSD)/Chairman of the Joint Chiefs of Staff (CJCS) assigned codes, do not provide nor imply any priority or precedence for requisition processing or supply decisions. Project codes are not related to priority in any respect and, when used, do not alter nor override the priority assigned to a requisition or shipment. Requisitions containing project codes and shipments related thereto will be processed strictly under the assigned priority designator and implied/requested preferential treatment to the contrary will be disregarded.

AP2.13.3. Project codes will be perpetuated in all related documentation and will appear as a part of shipping container markings. Recognition of project codes by suppliers in another S/A and the resultant special handling afforded requisitions and shipments will be limited to:

AP2.13.3.1. Shipment Consolidation. Criteria for consolidation of project code materiel is published in DTR 4500.9-R.

AP2.13.3.2. Container Marking**.** Shipments will be marked as prescribed in MIL-STD-129, as amended.

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[1] ADC 1043 added the Standard Line of Accounting (SLOA) requirement for a project code element in the FA2 segment, but also noted that the SLOA project code may or may not be the same as the supply project code.

AP2.13.3.3. Shipment Release/Movement Control. At the time of project announcement for contingencies and similar rapid response situations, the initiating S/A will provide the instructions as to procedures to be followed on requisitions which must arrive at destinations within specified time periods.

AP2.13.4. Project codes are categorized into four groups and the authority to assign project codes varies by category. The following paragraphs provide the definitions of each category of project codes and identify the S/A which is authorized to assign each category of project code. The authoritative source for each category of project codes is either maintained with the Services or the Project Code Management System (PCMS) as part of DAAS logistics transaction processing infrastructure.[2]

AP2.13.4.1. Category A. For use when no meaning of the code will be perpetuated outside the originating S/A. The code will be perpetuated in all related documentation and will appear as a part of the shipping container markings. Project codes in Category A may be assigned by those S/As identified in Appendix 2.2 by a distinct S/A code, Federal Standard Requisitioning and Issue Procedures (FEDSTRIP) activity address code (AAC), and by those Agencies using the multiuse Service Code H. Category A project codes are managed by the Services and are not included in the PCMS.[3]

AP2.13.4.2. Category B. For use when recognition and exceptional processing actions have been prearranged between specified S/As. Category B project codes will be announced by the managing S/A only to participating S/As, with the information described below in AP2.13.6.3. Assignment authority is the same as for Category A. Category B project codes are managed by the Services and are not included in PCMS.[4]

AP2.13.4.3. Category C (3/alphanumeric/alphanumeric). Assigned for common purpose use by all or specified S/As. Category C project code(s) are assigned for a specified period of time, not to exceed two years initially, with an exception for project codes assigned to ongoing MILSTRIP procedures. The project code monitor/coordinator will evaluate the need to extend and update Category C project codes prior to expiration. All **C**ategory C codes are managed in PCMS by OSD, Office of CJCS, or the DoD Military Standard Requisition and Issue Procedures (MILSTRIP) Administrator.[5]

AP2.13.4.3.1. Assignment of Category C project codes may be requested by OSD/CJCS or by S/As. S/A requests will be forwarded by the Supply Process Review

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[2] ADC 1118 initiated the development of PCMS. Until PCMS is implemented, the authoritative source for Category C & D project codes is MILSTRIP Appendix 2.13, posted to the DLMS Publications page.
[3] Addition of Category A and/or B project codes may be addressed as a future enhancement to PCMS based on S/A requirements.
[4] Ibid.
[5] ADC 1118 initiated the development of PCMS. Until PCMS is implemented, the authoritative source for Category C & D project codes is MILSTRIP Appendix 2.13, posted to the DLMSO website: www.dlmso.dla.mil/elibrary/manuals/dlm/dlm_pubs.asp.

Committee (SPRC) representative to the DoD Military Standard Requisition and Issue Procedures (MILSTRIP) Administrator. Such requests must:

AP2.13.4.3.1.1. Include a statement of the intended use.

AP2.13.4.3.1.2. Indicate the S/As which will be involved (including designator of applicable S/A codes).

AP2.13.4.3.1.3. Provide the effective date and termination date of the code.

AP2.13.4.3.1.4. Identify at least one monitor/coordinator.

AP2.13.4.3.1.5. Note any references.

AP2.13.4.3.2. Project Codes CYK, JZC, JZM, JZO, and RBB are designated as Category C and are authorized exceptions to the normal Category C 3/alphanumeric/alphanumeric structure.

AP2.13.4.4. Category D (9/alphanumeric/alphanumeric). OSD/CJCS project codes. Requisitions and materiel releases with Category D project codes will be ranked above all other requisitions with the same priority designators for processing purposes. Authorization for use of Category D project code(s) will be for a specified period of time, not to exceed two years initially. OSD/CJCS will evaluate the need to extend and update Category D project codes prior to expiration. All Category D codes are managed in PCMS by OSD and CJCS.[6]

AP2.13.4.5. OSD and CJCS Assignment Requests

AP2.13.4.5.1.. OSD project codes will be assigned only to projects and programs clearly of direct interest to the Secretary of Defense (SECDEF). Requests for assignment of OSD project code(s) will be submitted to the DASD (L&MR) SCI. An information copy of the request will be provided to the DoD MILSTRIP Administrator. Upon approval of the request by the DASD (L&MR) SCI, OSD will complete assignment of the project code in PCMS, or may request CJCS record the project code in PCMS on behalf of OSD[7].

AP2.13.4.5.2. CJCS project codes will be assigned only to projects and programs clearly of direct interest to the CJCS acting on behalf of the SECDEF. The Force/Activity Designators (F/AD) to be used in conjunction with the CJCS project code should be designated in the authorization. Requests for assignment of CJCS project code(s) will be submitted to the JMPAB, an agency of the Chairman, Joint Chiefs of

[6] Ibid.
[7] Ibid.

Staff, and approved through the appropriate office listed below to authorize CJCS to complete assignment of the project code in PCMS[8]:

AP2.13.4.5.2.1. Service Headquarters.

AP2.13.4.5.2.2. Unified or Service Command Headquarters.

AP2.13.4.5.2.3. The Joint Staff.

AP2.13.4.5.2.4. OSD.

AP2.13.5. Dissemination. When Category C & D project codes are initially assigned, extended, or cancelled prior to the current expiration date, PCMS will distribute announcements to the listed monitor(s)/coordinator(s) for the project code and all those subscribed to receive project code announcements.[9]

AP2.13.5.1. The following are required to subscribe in PCMS to receive project code updates:

AP2.13.5.1.1. Designated OSD project code representatives,

AP2.13.5.1.2. Designated CJCS project code representatives,

AP2.13.5.1.3. DoD MILSTRIP Administrators,

AP2.13.5.1.4. Designated S/A project code representatives,

AP2.13.5.1.5. S/A representatives of the Supply Process Review Committee.

AP2.13.5.2. Initial dissemination of Category C and D project codes will be accomplished as follows:

AP2.13.5.2.1. For OSD/CJCS project codes, OSD/CJCS are responsible for electronically disseminating the authorizing project code message (or the Execute Order containing project code assignment) to S/A Headquarters and other activities as appropriate.

AP2.13.5.2.2. The approved project code is finalized and made active in PCMS, which electronically forwards an unclassified project code assignment letter to subscribers. Also, PCMS will push notification of the new code to eligible systems.[10]

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[8] Ibid.

[9] ADC 1118 initiated the development of PCMS. Until PCMS is implemented, DoD MILSTRIP Project Code Support will disseminate project code notices to the representatives listed under AP2.13.6.1. and other interested parties.

[10] ADC 1118 initiated the development of PCMS. Until PCMS is implemented, the authoritative source for Category C & D project codes is MILSTRIP Appendix 2.13, posted to the DLMS Publications page. The MILSTRIP Project Code Support will disseminate project code notices based on the formats of MILSTRIP Appendix 1.37. Push notifications to Component systems is a planned enhancement of PCMS.

AP2.13.5.2.3. S/A project code representatives electronically disseminate the project code notice to all involved S/A activities.

AP2.13.5.3. Announcements of project code assignments, updates, and terminations will provide the information listed below:

| TITLE | EXPLANATION |
|---|---|
| Project Code | Code assigned under the provisions of this manual. |
| Effective Date | Indicate the date when supply sources should commence required action relative to the code. |
| Termination Date or Continuing | Identify the last calendar day that the project code will be active, or indicate that the project code is continuing indefinitely for project codes integrated with ongoing MILSTRIP processes. After a specified termination date is passed, inter-S/A recognition of the code *will* stop and categories C and D project codes will be removed from the active project code listing. Unfilled requisitions (which have not been canceled) containing a terminated project code (Category B, C, or D) will be processed in the same manner that requisitions with Category A project codes are processed. No mass cancellation of CJCS project coded requisitions is authorized without prior approval of the JMPAB. |
| Service Code(s) | All or specified S/A code(s) which will be used in conjunction with the project code. This information is to be included as part of the Project Code Description field of PCMS. |
| Use/References | 1. <u>Use</u> - Use a clear-text statement defining the intended use of the code and indicating those to whom it applies (unless the use is classified). Also, if applicable, provide an abbreviated project name.<br><br>2. <u>References</u> - Cite inter-S/A agreements and other documents when establishing or specifying special controls for the project. The S/A establishing the project is responsible for ensuring that suppliers are provided copies of these documents, if not available on an inter-S/A basis. If a joint regulation is cited, all S/A numbers will be included in the project code announcement. An assembly point for shipment may be designated in this column by use of the DoDAAC for the assembly point. The DoDAAC of the assembly point will be entered in requisitions by requisitioners as the ship-to address. Shipping activities are not required to use project code announcements to determine the ship-to address unless inter-S/A agreements are negotiated for special routing of shipments. Only one assembly point per project code may be assigned. |
| Monitor/Coordinator | Identify the activity within the S/A or OSD/CJCS which is monitoring or coordinating the project, point of contact, telephone number (DSN and commercial, as applicable), and email address. |

AP2.13.5.3.1. As per AP2.13.6.2.2., PCMS will distribute project code announcements when a new project code is activated.[11] Refer to Appendix 1.37 for the format of the generated announcement.

AP2.13.5.3.2. When an active project code is extended, PCMS will distribute a project code update announcement indicating the new termination date.[12] Refer to Appendix 1.37 for the format of the generated announcement.

AP2.13.5.3.3. When an active project code is cancelled early (i.e., before the currently published termination date) or reaches its termination date PCMS will distribute a project code cancellation announcement.[13] The prior termination date is to be crossed out and the actual expiration date distinctly displayed. Refer to Appendix 1.37 for the format of the generated announcement.

AP2.13.5.4. Following the initial dissemination of the project code assignment, PCMS will include the code in reports and relevant queries of active project codes.[14]

AP2.13.5.4.1. For those without PCMS accounts, reports containing all Category C and D codes will be published electronically on the Defense Logistics Management Standards Website Publications page unless prohibited by security classification. The report includes active project codes and those that have expired in the six months prior of the report generation date.

AP2.13.5.4.2. Those with access to PCMS can access system generated reports and perform ad hoc queries. See AP2.13.9.1. below for information on who, and how individuals obtain PCMS accounts.[15]

AP2.13.6. Maintenance of Project Code Assignments. The designated S/A project code representatives (and the initiator or requestor of the project code, if different from the S/A project code representatives referenced under paragraph AP2.13.7., below) will ensure that the status of the project code remains current. The initiator or requestor of a project code will provide the current information of the monitor/coordinator and requests for extension up to two years to the OSD/CJCS or DoD MILSTRIP Administrator as appropriate. When informed of project code assignment changes, the appropriate PCMS user will record the changes in PCMS, which in turn will notify all subscribers as referenced in AP2.13.6.3.[16]

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[11] ADC 1118 initiated the development of PCMS. Until PCMS is implemented, the MILSTRIP Project Code Support will disseminate project code notices based on the formats of MILSTRIP Appendix 1.37.
[12] Ibid.
[13] Ibid.
[14] ADC 1118 initiated the development of PCMS. Until PCMS is implemented, reports of Category C & D project codes can be accessed as described in AP2.13.6.4.1.
[15] Ibid.
[16] ADC 1118 initiated the development of PCMS. Until PCMS is operational, the authoritative source for Category C & D project codes is MILSTRIP Appendix 2.13, posted to the DLMSO website: www.dlmso.dla.mil/elibrary/manuals/dlm/dlm_pubs.asp. MILSTRIP Project Code Support will disseminate project code notices based on the formats of MILSTRIP Appendix 1.37.

AP2.13.7. Service/Agency MILSTRIP Project Code Representatives

AP2.13.7.1. OSD/CJCS, Services, and DLA will formally designate a primary representative, and may designate up to three alternates. Appointment letters adding or removing individuals as representatives are to be signed by the designating OSD/CJCS/Component governing authority for project codes and sent to the MILSTRIP Project Code Support at Defense Logistics Management Standards Office and to the DAAS PCMS Administrator.[17] Refer to Appendix 1.38 for an appointment letter template.

AP2.13.7.2. The S/A designated project representatives are published electronically on the Defense Logistics Management Standards Website (CAC required).

AP2.13.8. Project Code Management System

AP2.13.8.1. System Administration[18]

AP2.13.8.1.1. DAAS maintains the PCMS application for updating Category C & D project code data.[19] It facilitates project code lifecycle management, automated notification to designated recipients, and real-time project code validation for supply transactions processed through DAAS. Access to the PCMS application is controlled in accordance with DoD Public Key Infrastructure (PKI)/Common Access Card (CAC) requirements and requires an appointment letter submitted to the MILSTRIP Administrator, and a System Access Request (SAR) submitted to DAAS.

AP2.13.8.1.2. DAAS deactivates accounts when an account holder is no longer authorized or when the account has not experienced activity for a period of time determined by DAAS. OSD/CJCS and MILSTRIP Administrator accounts are restricted through access controls to project code categories appropriate to their role authorized in their appointment letter. S/A Project Code Representatives and SPRC representatives may submit a SAR to obtain a read-only access account to perform ad hoc queries.

AP2.13.8.2. Validation. Using project code data in PCMS, DAAS will edit all requisitions and related transactions (DLMS 511R / MILSTRIP Document Identification Code (DIC) A0_, AM_, DLMS 869F / MILSTRIP DIC AT_, and DLMS 517M / MILSTRIP DIC APR) for invalid/expired Category C & D project codes.[20]

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[17] ADC 1118 initiated the development of PCMS. Until PCMS is operational, a copy of the appointment letter does not need to be sent to the DAAS PCMS Administrator.
[18] ADC 1118 initiated the development of PCMS. Until PCMS is operational, procedures of AP2.13.9.1. are on hold.
[19] Addition of Category A and/or B project codes may be addressed as a future enhancement to PCMS based on S/A requirements.
[20] ADC 1118 initiated the development of PCMS. Until PCMS is operational, DAAS will maintain the current validation/expiration edit check for Category D project codes.

AP2.13.8.2.1. The edit check for valid project codes compares the project code in the transaction to the project codes recorded in PCMS and verifies the project code is present and currently active.

AP2.13.8.2.2. If the edit check determines the project code exists but has expired, PCMS compares the ordinal date from the requisition document number in the transaction to the beginning date and actual expiration date of the project code in PCMS to determine if the project code was active at the time of the original requisition.

AP2.13.8.2.3. If an invalid code is present or a project code is used on a requisition issued outside the active period for the project code, DAAS will blank the project code, forward the requisition for processing, and report this action back to the requisitioner in a supply status transaction (DLMS 870S / MILSTRIP DIC AE9) with BK status.

AP2.13.8.3. PCMS will track which project codes are reserved, pending active, and expired.[21]

AP2.13.8.3.1. PCMS users may reserve a project code within their authority to assign for up to one year. If the project code is not made active or given a pending date to become active within the year it was reserved, then PCMS will no longer reserve the project code. During the time that a project code is reserved, it is only discoverable within PCMS by other users who could have been assigned the same code.

AP2.13.8.3.2. PCMS users can set a project code to automatically become active on a date up to 30 days in the future. In order to set a project code for future activation, the project code must have the required information for disseminating the project code as called for in AP2.13.6.3.. During the time that a project code is pending activation, it is only discoverable within PCMS by other users who could have assigned the same code.

AP2.13.8.3.3. PCMS will not offer a previously expired project code to be reused for another purpose until at least five years after the project code expired. When a user requests to create a new project code, PCMS will first offer the project code that has gone the longest since being used. The user will be able to request a specific project, so long as it is not already active or within five years since expiring.

[21] ADC 1118 initiated the development of PCMS. Until PCMS is operational, procedures of AP2.13.9.3. are on hold and MILSTRIP Project Code Support will continue to track and disseminate project codes.

# AP2.14. APPENDIX 2.14

## PRIORITY DESIGNATORS, STANDARD AND REQUIRED DELIVERY DATES

AP2.14.1. The priority designator (PD) is located in rp 60-61 of requisitions, and related transactions, and is based upon a combination of factors that relate the relative importance of the requisitioner's mission, expressed by its Force or Activity Designator (F/AD), and the urgency of need of the end use expressed by the Urgency of Need Designator (UND). The F/AD (a Roman numeral) is assigned by the Secretary of Defense, the Chairman of the Joint Chiefs of Staff (CJCS), or a DoD Component authorized by the CJCS to assign F/ADs for their respective forces, activities, programs or projects. The criteria for assignment of an appropriate F/AD is in DoDM 4140.01, "DoD Supply Chain Materiel Management Procedures," Volume 8, "Materiel Data Management and Exchange," February 10, 2014. The UND (an alphabetic character) is determined by the requisitioning activity. The criteria for assignment of the UND are in paragraph AP2.14.3., below.

AP2.14.2. Commanding Officers of requisitioning installations are responsible for the accurate assignment of PDs consistent with the F/AD and UND, and the validity of required delivery dates (RDD) when assigned to requisitions. Commanding Officers of International Logistics Control Offices ( ILCO), receiving requisitions from Security Assistance requisitioners, are responsible for review of assigned PDs and delivery dates. The following reviews will be accomplished prior to transmission of the requisitions to the supply source:

AP2.14.2.1. Commanders (or acting commanders during absences) will personally review all requirements based on UND A to certify an inability to perform the mission.

AP2.14.2.2. Commanders will designate, in writing, specific personnel who will personally review all requirements based on UND B to certify that the urgency has been accurately determined.

AP2.14.3. The determination of the appropriate UND will be made as follows:

AP2.14.3.1. UND A will be used in requisitioning materiel:

AP2.14.3.1.1. Required for immediate end use and without which the force or activity is unable to perform its assigned operational mission or without which the force or activity will be unable to perform its assigned operational mission within 15 days (20 days if the force or activity is located OCONUS).[1]

[1] Materiel requirements of this nature affect the readiness of mission-essential materiel and actually result in a report of casualty in accordance with equipment readiness information

AP2.14.3.1.2. Required for immediate installation on, or repair of, mission-essential materiel and without which the force or activity is unable to perform its assigned operational mission.

AP2.14.3.1.3. Required for immediate end use for installation on, or repair of, direct support equipment (ground support, firefighting, etc.) necessary for the operation of mission-essential materiel.[2]

AP2.14.3.1.4. Required for immediate end use in the replacement or repair of mission-essential training materiel and without which the force or activity is unable to perform its assigned training missions.

AP2.14.3.1.5. Required for immediate end use to effect the replacement or repair of the essential physical facilities of an industrial or production activity and without which that activity is unable to perform its assigned missions.

AP2.14.3.1.6. Required for immediate end use to eliminate an existing work stoppage at an industrial or production activity that is engaged in manufacturing, modifying, or maintaining mission-essential materiel.

AP2.14.3.1.7. Required for immediate end use to eliminate an existing work stoppage on a production line that is performing repair and maintenance of unserviceable items having a Military Mission Essentiality Code of 1 or 2.

AP2.14.3.2. UND B will be used in requisitioning materiel:

AP2.14.3.2.1. Required for immediate end use and without which the capability of the force or activity to perform its assigned operational mission is impaired.

AP2.14.3.2.2. Required for immediate installation on, repair of, mission-essential materiel and without which the capability of the force or activity to perform its assigned operational missions is impaired.[3]

AP2.14.3.2.3. Required for immediate end use for installation on, or repair of, auxiliary equipment which supplements mission-essential materiel or takes the place of such materiel should it become inoperative.

AP2.14.3.2.4. Required for immediate end use in the replacement or repair of mission-essential or auxiliary training equipment and without which the capability of the force or activity to perform its assigned missions is impaired.

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systems authorized by the OSD, the Chairman of the Joint Chiefs of Staff, or DoD Component headquarters.

[2] Ibid.

[3] Materiel requirements of this nature directly affect the capability of the force or activity to perform its mission; it can temporarily accomplish assigned missions and tasks but with effectiveness and efficiency below the DoD Component Headquarters-determined level of acceptable readiness.

AP2.14.3.2.5. Required for immediate end use to effect replacement or repair of the essential physical facilities of an industrial or production activity and without which the capability of the activity to perform its assigned missions is impaired.

AP2.14.3.2.6. Required to preclude an anticipated work stoppage at an industrial or production activity that is engaged in manufacturing, modifying or maintaining mission-essential materiel.

AP2.14.3.2.7. Required to preclude an anticipated work stoppage on a production line performing repair and maintenance of unserviceable intensive management or critical items.

AP2.14.3.2.8. Required for the immediate replacement of the safety level quantity of mission-essential items on allowance and load lists (such as, prescribed load lists, spares kits, station sets, or coordinated shipboard allowance lists) when the last item has already been issued.

AP2.14.3.2.9. Required for immediate stock replenishment at overseas forward area supply activities when a customer's mission-essential stock level goes below the safety level and stock due in is not anticipated to arrive prior to stock on hand reaching a zero balance. The quantity ordered should be the minimum amount sufficient to ensure the maintenance of a positive stock balance until materiel that is due in actually arrives.

AP2.14.3.3. UND C will be used in requisitioning materiel:

AP2.14.3.3.1. Required for on-schedule repair, maintenance, manufacture, or replacement of all equipment.

AP2.14.3.3.2. Required for replenishment of stock to meet authorized stockage objective.

AP2.14.3.3.3. Required for purposes not specifically covered by any other UND.

AP2.14.4. Special Programs. All special programs requisitions (identified by requisitioner DoD activity address code (DoDAAC) using the 1st position numeric–2nd position alpha series, e.g. 1A) will be reviewed for appropriate PD assignment. These requisitions are authorized to use Uniform Materiel Movement and Issue Priority System (UMMIPS) priorities 8, 10, and 15, which corresponds to F/AD V and UND A, B, and C. DAAS will validate for appropriate use and downgrade any anuauthorized value to PD 15. Defense Automatic Addressing System (DAAS) will provide an AE9 transaction with BK status and the modified requisition will be forwarded for processing. Abuse of FAD I will be output to the Unauthorized Priority Designator Report.

AP2.14.5. Purpose. This section describes the assignment process for determining the appropriate PD based on the assigned F/AD and the validation process for those activities using the F/AD I assignment inappropriately.

AP2.14.5.1. Derivation of Priority Designators. The requisitioning activity determines the appropriate PD to enter in the requisition based on the assigned F/AD and the UND determined by the requisitioning activity. Table AP2-14.T1 indicates the appropriate Arabic number PD derived from a combination of a given roman numeral F/AD with one of the alphabetical UNDs. It should be noted that each force or activity normally can choose from only three priority designators.

Table AP2-14.T1. Derivation Of Priority Designators (Relating F/AD to UND)

| FORCE OR ACTIVITY DESIGNATOR | URGENCY OF NEED | | |
|---|---|---|---|
| | A | B | C |
| I | 01 | 04 | 11 |
| II | 02 | 05 | 12 |
| III | 03 | 06 | 13 |
| IV | 07 | 09 | 14 |
| V | 08 | 10 | 15 |

AP2.14.5.2. Validation of F/AD I Activities. By direction of the OSD, the DAAS will validate F/AD I usage through the requisitioning process. The DAAS will maintain an edit table consisting of activities authorized to use F/AD I. To preserve accuracy and timely update, the JCS will forward to DAAS and Government Services Administration (GSA) all OSD-approved assignments of F/AD I immediately upon approval. Telephonic or electronic communication, to include on-line update, with the DAAS and GSA is authorized for time sensitive updates; however, formal documentation will be forwarded to DAAS and GSA to support inclusion of all F/AD I authorized activities. In order to maintain unclassified communication, JCS contact points are advised to identify authorized activities by DoDAAC only (no clear-text activity names) and make no reference to the associated F/AD. DAAS will edit PD 01, 04, and 11 requisitions (DLMS 511R, 511M, 869F, and 517M or MILSTRIP legacy DICs A0_, AM_, AT_, A3_, A4_, and APR) to ensure that F/AD I requisitions identify an authorized activity in the document number (MILSTRIP legacy rp 30-43), supplementary address field (MILSTRIP legacy rp 45-50), or DLMS ship-to, bill-to, or mark-for party[4] DoDAAC. DAAS will identify PD 01 requisitions failing this edit for suspected abuse and subsequent investigation without interruption of normal requisition processing. DAAS

[4] Refer to ADC 1009A. Automatic downgrade for PD 01 requisitions will not be authorized pending implementation of the mark-for party as an alternate location for the authorized activity DoDAAC.

will use Table AP2-14.T2, to downgrade PD 04 and 11 requisitions failing this edit. DAAS will report downgrading action back to the requisitioner in DLMS 870S/DIC AE9 transaction with BK status and will forward the modified requisition for processing. By agreement, all suspected F/AD I abuses found in US Coast Guard requisitions (document number beginning with Service/Agency Code Z) identified under above validation process will be automatically downgraded. In addition, DAAS will assess the validity of transactions which bypass the F/AD I validation process as a result of alternative requisition submission; such as, Defense Supply Expert System (DESEX) input, using the requisition image transaction (MILSTRIP legacy DICs CHI, CHA, BE9, and B99). Suspected abuses uncovered during the above edit process (to include those transactions downgraded by DAAS) will be output to the Unauthorized Priority Designator Assignment Report (Appendix AP1.34).

Table AP2-14.T2. DAAS Table For Automatic Downgrading Of Requisition Priority Designator[5]

| If PD is: | then DAAS will to change to: |
|---|---|
| 01 | 03 |
| (USCG, USAF JM accounts, and Security Assistance only) | |
| 04 | 06 |
| 11 | 13 |

AP2.14.5.3. MILSTRIP requisitions submitted directly to GSA for GSA managed items will be reviewed for appropriate PD assignment prior to further processing. Any requisitions with PD 04 or PD 11 will be downgraded in accordance with table 2. PD 01 requisitions may be downgraded with the exception of AF (Service Code F) requisitions.[6] GSA will notify the requisitioner of the downgrade by generating a supply status, DIC AE8 with BK Status, and route to DAAS for distribution to the correct recipient(s) depending on the Media/Status and Distribution Code in the AE8. The modified requisition will be forwarded within GSA for processing based on the new PD. GSA will report downgrading action to DAAS on the DIC CHA/CH1 transaction using rp 78 as 'D' to indicate downgrade and rp 79-80 to report the original PD. In the case of PD 01 suspected abuse, both the PD in rp 60-61 and rp 79-80 would contain 01 on the DIC CHA/1 transaction. This action will allow DAAS to merge GSA priority abuse data into the Unauthorized Priority Designator Assignment Report on a monthly basis as

[5] Effective November 3, 2003, DAAS implemented logic change to allow requisitions with DoDAAC N00421 in rp 30-35, Document Number Serial Numbers FQ and GQ (in rp 40-41) and PDs 04 and 11 to pass through DAAS processing without being downgraded. Requisitions with DoDAAC N00421, document number serial numbers beginning with FQ and GQ for PDs 01, 04, and 11 will not be included in the monthly Priority Designator Reports.

[6] Refer to ADC 279, Automated Downgrade for Priority Abuse and Reporting Procedures. The exception for the AF is an interim waiver pending better methodology for identification of the F/AD I authorized activity in AF requisitions.

described in DLM 4000.25-1, Appendix AP1.34. NOTE: MILSTRIP requisitions submitted directly to GSA for GSA managed items will not be revalidated by DAAS against the established edit table.

AP2.14.5.4. DAAS will apply automatic downgrading to DoD EMALL prepared requisitions unmatched to the Authorized DoDAAC List with the exception of AF PD 01 and MILSTRIP Order Entry Program (MOES) PD 01.

AP2.14.5.5. Security Assistance Requisitions. All Security Assistance requisitions (identified by Service Code B, D, K, P, or T in rp 30/45) will be reviewed for appropriate PD assignment by the ILCO prior to release. The Security Assistance requisitions will not be revalidated by DAAS against the established edit table. However, any Security Assistance requisitions with PD 01, 04, or 11 will be downgraded in accordance withTable AP2-14.T2. DAAS will report downgrading action to the applicable ILCO in an AE9 transaction with BK status and the modified requisition will be forwarded for processing. Suspected abuse will be output to the Unauthorized Priority Designator Report under the appropriate S/A heading with no activity name.

AP2.14.5.6. Participating Service/Agency Points of Contact and Responsibilities. DoD 4140.1-R, Appendix 9, requires DoD Components to designate a single office of primary responsibility to act as focal point for UMMIPS matters. To provide clear visibility of such points of contact, the JCS, the Military Services, the Defense Logistics Agency (if needed), and the General Services Administration, will provide contact information to DLA Logistics Management Standards for publication in this appendix. Contact information will include office name/symbol and communications numbers. Primary and alternate information should be included. DoD Component responsibilities for monitoring FA/D assignments and conducting annual reviews are delineated in DoD 4140.1-R.

AP2.14.5.7. Service/Agency Points of Contact are listed on the DLA Logistics Management Standards Web site at http://www.dla.mil/HQ/InformationOperations/DLMS/allpoc/.

AP2.14.6. In the following special circumstances, the stated PD may be used by all requisitioners, irrespective of F/AD, but they are not to be used for the routine replenishment of stocks to meet authorized stockage objectives:

AP2.14.6.1. PD 03 will be used by all activities for medical or disaster-relief supplies or related items of equipment that are required immediately for:

AP2.14.6.1.1. Prolonging life, relieving avoidable suffering, or expediting recovery in case of injury, illness, or disease.

AP2.14.6.1.2. Avoiding or reducing the impact of epidemics or similar potential mass illnesses or diseases when in the opinion of medical professionals the probability of epidemics or similar potential mass illnesses is imminent.

AP2.14.6.2. PD 03 will be used by all activities for emergency supplies or items of equipment that are required immediately for controlling a civil disturbance, civil disorder or rioting.

AP2.14.6.3. PD 06 will be used by all activities for emergency supplies of individual and organizational clothing required immediately to provide a minimum of essential clothing to active duty military personnel who are actually without their required clothing.

AP2.14.7. If local stocks are exhausted and the local supply activity must requisition a specific immediate end-use requirement for a supported activity with a higher F/AD, the supply activity may assign a PD, commensurate with the F/AD of the supported unit, to the specific requirement. This authority will not be used for the routine replenishment requirements of the supported unit.

AP2.14.8. Whenever a DoD Component executes a contract which provides that a commercial contractor will requisition Government-furnished materiel from the DoD distribution system, the DoD contracting officer will advise the contractor of the PDs to be shown in such contractor-prepared requisitions. The advice will take cognizance of the F/AD of the national priority program, force or activity for which the contract is executed, and potential urgencies of need.

AP2.14.9. ISSUE PRIORITY GROUPS (IPGs). PDs are grouped into IPGs as follows:

AP2.14.9.1. PDs 01, 02, and 03 form IPG I.

AP2.14.9.2. PDs 04, 05, 06, 07 and 08 form IPG II.

AP2.14.9.3. PDs 09, 10, 11, 12, 13, 14, and 15 form IPG III.

AP2.14.10. The key to achieving and maintaining a well balanced stock position is timeliness is submitting stock replenishment requisitions. Services, in promulgating this system, will ensure establishment of directives to provide positive assurance that replenishment requisitioning is effected when the reorder point has been reached and/or when planned program requirements or issue experience reveals the necessity for the establishment of stock levels. Continued emphasis on stock replenishment requisitioning will minimize the necessity for priority requisitioning. Competing demands; such as, different demands having the same PD or RDD for assets in short supply, will be manually reviewed when release of assets may result in failure to satisfy a firm commitment for delivery of materiel to a Security Assistance recipient or failure to satisfy a requisition reflecting a CJCS assigned project code. Decision on the selection of demands to be satisfied will be based on scheduled dues-in, significance of the CJCS assigned project codes, and acceptability of substitute items. The CJCS project codes are the 9__ series. Control levels may be established to reserve assets for requisitions with designated ranges of PDs, CJCS approved projects, or firm commitments for delivery of materiel to a Security Assistance recipient.

AP2.14.11. RDD Data Field. Requisitioning activities, after determining the appropriate PD applicable to requisitions, will determine the appropriate entry for the RDD data field.[7] The combination of the PD and the designation or non-designation of an RDD or other allowable entry for rp 62-64, as stated in this appendix, will determine the supply and transportation system response time requirements. Response times are ***referenced in DoDM 4140.01, Volume 8, DoD Supply Chain Materiel Management Procedures: Materiel Data Management and Exchange.***

AP2.14.11.1. A RDD which falls within 8 days of the requisition date will impact determination of the applicable UMMIPS time standard when the PD is 04-15. Otherwise, designation of a specific calendar day as the RDD will not influence response time; shipment will occur within the UMMIPS time standards for the assigned PD. When entered, the calendar day RDD may not precede the requisition date or exceed the requisition date or exceed the requisition date by more than 100 days.[8] Requisitions may also be coded using instructions below to indicate an extended RDD. To preclude shipment later than the RDD, submit requisition with Advice Code 2T.

AP2.14.11.1.1. Extended RDD (Code X). When an extended RDD is assigned, it will be expressed in terms of months from the last day of the month expressed by the date of the requisition. The number of months, designating the extended RDDs, will be entered in rp 63-64 and an alphabetic X will be entered in rp 62. Use of the extended RDD will not preclude earlier delivery if the materiel is available or later delivery should back-ordered materiel become available at a later date. Enter the appropriate PD, consistent with the F/AD and UND, in rp 60-61. Under these circumstances, the RDD will be the last day of the month depicted by the entry in rp 63-64. When supply status is provided, the estimated shipping date (ESD) will be shown in rp 70-73. Supply source deferring supply support to the requisitioner will enter Status Code BP in rp 65-66 of the supply status transaction.

AP2.14.11.1.2. Extended RDD (Code S). When a requisitioner desires that specific shipments not be released prior to 50 days before expiration of the extended RDD, an S will be entered in rp 62. No other entry will preclude earlier shipment if the materiel is available. The RDD will be interpreted as the last day of the month indicated in rp 63-64. The entry in rp 63-64 will indicate the number of months from the requisition date that the materiel is required; such as, 01 for the first month and 02 for the second month. Shipping activities will ensure that this request is honored. Supply sources deferring supply support to the requisitioner will enter Status Code BP[9] in rp 65-66 of the supply status transaction.

AP2.14.11.2. Expedited Transportation Signal. When expedited transportation is required, and the PD is 01-08, “777" may be entered in rp 62-64.

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[7] Non-date entries in the RDD field, i.e., Codes E, F, N, R, 444, 555, 777, and 999, are referenced as Special Requirement Codes Under the DLMS.

[8] The 100-day edit is not applicable to requisitions directed to Naval Ammunitions Logistics Center (NALC).

[9] Ibid

AP2.14.11.3. Collocated Stock. If the customer is collocated with the supply depot issuing the materiel or has through local negotiations obtained collocated customer status and does not require the fastest possible service of the supply and transportation system, the customer should enter an RDD of 444. The customer entering a "444" RDD should expect the total time from order placement to delivery to be within the UMMIPS time standards for the assigned PD.

AP2.14.11.4. Non-Mandatory RDD Data-Field Requirements. If the customer does not specify an RDD or one of the allowable entries for rp 62-64 the RDD may be left blank and the customer should expect the total time from order placement to delivery to be within the UMMIPS time standards for the assigned PD. When requisitions are received without entries in rp 62-64, these positions will be left blank on all transactions resulting from requisition processing.

AP2.14.11.5. Mandatory RDD Data-Field Requirements. For subsistence, the RDD in rp 62-64 is a mandatory entry on all requisitions, with the assigned PD prescribing the precedence of internal supply processing actions for requisitions reflecting identical RDDs. To ensure delivery on the RDD, the ICP/depot may bank the requisitions until the correct processing date, computed by subtracting the number of days needed for depot processing and transit time from the RDD. All requisitions will be submitted using schedules established by the ICP.

AP2.14.11.5.1. When RDDs extend beyond order/ship times established by the ICP (for meals ready to eat (MRE) and other ration items), Paragraph AP2.14.10.1. will apply.

AP2.14.11.5.2. Provisions for work stoppage conditions identified below do not apply to subsistence.

AP2.14.11.5.3. During mass and universal cancellation situations, provisions of Chapters C3 and C8 take precedence over specific RDD requirements.

AP2.14.11.5.4. Expedited Handling Signal 999 and other not mission capable supply (NMCS) conditions covered in the succeeding paragraphs take precedence over the specific RDD requirements.

AP2.14.11.6. Not Mission Capable Supply/Anticipated Not Mission Capable Supply. Not mission capable supply/anticipated not mission capable supply (NMCS/ANMCS) requisitions will be prepared with special coding in the RDD field when the following conditions exist/are anticipated to occur; equipment deadlined for parts, aircraft out of commission for parts, engine out of commission for parts, and ships capability impaired for parts. The Commanding Officer of the requisitioning activity will either personally approve, or delegate in writing to specific personnel the authority to approve, all NMCS/ANMCS requisitions.

AP2.14.11.6.1. Expedited Handling Signal. Expedited Handling Signal 999 will be entered in the RDD field of PD 01-03 NMCS requisitions for materiel being shipped to U.S. Forces OCONUS and CONUS Forces alerted for OCONUS deployment within 30 days of the requisition date only when the conditions specified below are met:

AP2.14.11.6.2. The requisitioning unit must possess F/AD I, II, or III, and

AP2.14.11.6.3. The items or equipment required are causing mission-essential systems or equipment to be incapable of performing any of their assigned missions, or

AP2.14.11.6.4. The items or equipment required have been identified during maintenance or testing as necessary to prevent mission-essential systems or equipment from being unable to perform assigned operational missions or tasks within 5 days of the date of the requisition.

AP2.14.11.6.5. Expedited Handling Signal 999 does not apply to Security Assistance requisitions.

AP2.14.11.6.6. Requisitions for NMCS conditions other than 999, and all ANMCS conditions, must contain PD 01-08 with an N (NMCS) or E (ANMCS) in rp 62. [text deleted] Rp 63-64 are considered nonsignificant. Use UMMIPS time standards to ship materiel.

AP2.14.11.6.7. Required Availability Date. Security Assistance requisitions may contain a required availability date (RAD) in rp 62-64. The RAD will reflect the amount of time remaining from the date of the requisition until the materiel is required. Enter an A in rp 62 and use rp 63-64 to indicate the number of months remaining from the date of the requisition to the required availability date. (See Chapter C6.)

AP2.14.11.6.8. Processing Precedence During Mass Cancellation. Customers desiring to identify requisitions for continued supply and/or shipment processing during mass cancellation situations, will submit a requisition modifier (document identifier code (DIC) AM_ with 555 in the RDD data field (in rp 62-64). Requisitions containing or modified to contain 555 in the RDD data field and PD 01-08 (in rp 60-61) will receive processing precedence using the guidance in Chapter C3, Paragraph C3.1.2. Requisitions containing 555 in the RDD data field and PD 09-15 in rp 60-61 will be processed under the priority.

AP2.14.11.6.9. Processing Precedence During Work Stoppage. For work stoppage conditions at industrial activities, the following procedures may apply at the option of the individual Service. When utilized, these codes will only be significant on an intra-Service basis and will not be otherwise recognized.

AP2.14.11.6.9.1. Enter F in rp 62 of requisitions submitted by rework facilities for bits and pieces required for rework of mandatory turn-in reparable materiel. Rp 63-64 is left blank.

AP2.14.11.6.9.2. Enter R in rp 62 of requisitions submitted by repair activities, other than rework facilities, to indicate local work stoppage requirements. Rp 63-64 is left blank.

AP2.14.11.6.10. Required Delivery Period. For conventional ammunition requisitions only when materiel is required to be delivered within a specific time period; such as, materiel for an exercise which is not required before or after the exercise, a required delivery period (RDP) may be established as outlined below and entered in rp 62-64:[10]

AP2.14.11.6.10.1. Decide the latest acceptable delivery date, then calculate how many days this date is past the date of the requisition. Assign this number of days to the last two positions of the RDP (in rp 63-64). (The RDP allows the last acceptable delivery date to reach up to but not exceed 99 days past the date of the requisition.)

AP2.14.11.6.10.2. Decide the earliest acceptable delivery date. Determine how many days this date is before the last acceptable delivery date. Match this number to the corresponding letter in the RDP table below. Assign this letter to the first position of the RDP (in rp 62). (The RDP allows the earliest acceptable delivery date up to, but not greater than, 14 days before the last acceptable delivery date.)

| | | | | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| B | C | D | G | H | J | K | L | M | P | T | U | V | W |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 |

AP2.14.11.6.10.3. In the above manner, a requisitioner may specify an RDP without the use of exception data. As an example, assume a requisition has an ordinal date of 2125, and the last acceptable delivery date is 30 days after the date of the requisition (2155), while the earliest acceptable delivery date is 2 days before the latest acceptable delivery date (2153). In this case two positions of the RDP would be 30, and the first position would be C (2 days before 2155–the last acceptable delivery date). The RDP would appear on the requisition as C30.[11]

[10] Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.
[11] The 100-day edit is not applicable to requisitions directed to Naval Ammunitions Logistics Center (NALC).

# AP2.15. APPENDIX 2.15

## ADVICE CODES

AP2.15.1. Advice codes are numeric/alphabetic or numeric/numeric and provide coded instruction to supply sources when such data are considered essential to supply action and entry in narrative form is not feasible. The requisition transaction advice codes flow from requisition originators to initial processing points and are thereafter perpetuated into passing actions and release/receipt documents. The excess transaction advice codes flow from Defense Automatic Addressing System (DAAS) to an Inventory Control Point (ICP)/ Integrated Materiel Manager (IMM) to indicate that the excess transaction has been edited by DAAS. The method of assigning advice codes and listings of requisition/excess transaction advice codes are provided below:

| CATEGORY ASSIGNMENTS OF ADVICE CODES | | |
|---|---|---|
| RECORD POSITION(S) | | |
| 65 | 66 | Numeric/Alphabetic and Numeric/Numeric |
| 1 | A thru Z<br>(Except I and O)<br>1 thru 9 | For Intra-Army usage.[1] |
| 2 | A thru Z<br>(Except I and O)<br>1 thru 9 | For DLA, inter-Service, and GSA transactions. |
| 3 | A thru Z<br>(Except I and O)<br>1 thru 9 | |
| 4 | A thru Z<br>(Except I and O)<br>1 thru 9 | For Intra-Marine Corps usage.[2] |
| 5 | A thru Z<br>(Except I and O)<br>1 thru 9 | For Intra-Navy usage.[3] |
| 6 | A thru Z<br>(Except I and O)<br>1 thru 9 | For Intra-Air Force usage.[4] |

[1] The codes assigned for DLA, inter-Service and Government Services Administration (GSA) transaction use will also be recognized and used for intra-Service transactions and will not be duplicated within the Service assignment latitude.

[2] Ibid.

[3] Ibid.

[4] Ibid.

| CATEGORY ASSIGNMENTS OF ADVICE CODES | | |
|---|---|---|
| RECORD POSITION(S) | | |
| 7 | A thru Z (Except I and O) 1 thru 9 | For Intra-GSA usage.[5] |
| 8 | A thru Z (Except I and O) 1 thru 9 | For Intra-DLA usage.[6] |
| 9 | A thru Z 1 thru 9 | Reserved - Not to be used. |
| 0 | A thru Z 1 thru 9 | |
| NUMBER OF CHARACTERS: | Two. | |
| TYPE OF CODE: | Numeric/alphabetic or numeric/numeric. | |
| EXPLANATION: | Provides coded instructions by the requisitioner to supply sources when such data are considered essential to supply action and entry in narrative form is not feasible. | |
| RECORD POSITION(S) (rp): | 65-66. | |

[5] Ibid.
[6] Ibid.

| REQUISITION TRANSACTION ADVICE CODES | |
|---|---|
| CODE | EXPLANATION |
| 2A | Item is not locally obtainable through manufacture, fabrication, or procurement. |
| 2B | Requested item only will suffice. Do not substitute/interchange. Also applies to “obsolete”/”inactivated” items previously rejected with Status CJ. When used in response to Status Code CJ, the submission of a new requisition will be on DD Form 1348-6 with all appropriate technical data; for example, end item usage, component, make, model, series, serial number, drawing piece and/or part number, manual reference, or applicable publication. |
| 2C | (1) Do not backorder. Reject any unfilled quantity not available to meet standard delivery date (SDD)/ required delivery date (RDD). Suitable substitute acceptable.<br>(2) When entered in Brand name Resale Subsistence item, requisitions for overseas will be interpreted to authorize rejection of unfilled quantities not due to arrive in the overseas command by the RDD plus 30 days. Rejection status will be furnished the customer when it is determined by the supply source that unfilled requisitioned quantities cannot be shipped in time to arrive at the Outside Continental United States (OCONUS) destination by RDD plus 30 days. This may occur as a result of vendors’ failure to ship required quantities to the CONUS transshipment depots by contract delivery date plus 15 days or upon receipt at the Continental United States (CONUS) transshipment depot, it is determined that the shipment could not reach the OCONUS destination by the RDD plus 30 days. |
| 2D[7] | Furnish exact quantity requested (i.e., do not adjust to quantity unit pack unless adjustment is upward and the dollar value increase is not more than $5 over the requisition’s extended money value). |
| 2E | Free issue. Stock lists or other publications offer this materiel without reimbursement. (To be used with Signal D or M on inter-Service requisitions.) |
| 2F | Item known to be coded “Obsolete” but still required for immediate consumption. Service coordinated/approved substitute is acceptable. If unable to procure, reject requisition with Status CJ. |

[7] Procedures for quantity adjustment related to requisitions with Advice Codes 2D, 27, or 29 last reported as not implemented by GSA. Refer to AMCL 161.

| REQUISITION TRANSACTION ADVICE CODES | |
|---|---|
| CODE | EXPLANATION |
| 2G | Multiple use:<br>(1) Ship new stocks or stocks having new appearance;<br>(2) Strategic mission requires latest model and configuration (for electronic tubes);<br>(3) Strategic mission requires newest stock only (for photographic film or for aerial requirements for ammunition devices or cartridges);<br>(4) Anticipated usage requires latest expiration dates only (for biological). |
| 2H | Special textile requirement for use in airborne operations where personal safety is involved. |
| 2J | Do not substitute or backorder any unfilled quantities. |
| 2K | Item being requisitioned from CONUS pursuant to the balance of payments program. (To be used by OCONUS requisitioner.) |
| 2L | Quantity reflected in quantity field exceeds normal demands; however, this is a confirmed valid requirement. |
| 2M[8] | MCA validation process has revealed that the requested item is authorized by a valid contract. |
| 2N | Item required in one continuous length as expressed in rp 25-29 and unit of issue in rp 23-24. No other configuration is acceptable and/or multiples of the unit pack is not acceptable. |
| 2P | Item required in one continuous length as expressed in rp 25-29 and the unit of issue in rp 23-24. If requirement exceeds the unit pack length, multiples of the unit pack is acceptable. |
| 2Q[9] | The management control activity (MCA) validation process has revealed that the quantity cited on the document identifier code (DIC) AX1 exceeds the contract authorized quantity. The total requisitioned quantity is to be rejected. |
| 2R[10] | MCA validation process has revealed that the quantity cited on the DIC AX1 transaction exceeds the contract authorized quantity. The quantity field in this transaction (DIC AX2) reflects the quantity that may be supplied. The quantity difference between the DIC AX1 and this transaction will not be supplied. |

[8] Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by United States Army (USA) (Retail). Refer to AMCL 1A.

[9] Ibid.

[10] Ibid.

| REQUISITION TRANSACTION ADVICE CODES | |
|---|---|
| CODE | EXPLANATION |
| 2S | Issue below established stock reservation levels is authorized. (To be used by Service owners of single manager for conventional ammunition (SMCA) managed conventional ammunition items only.) |
| 2T | Deliver to the ultimate consignee by the SDD or RDD entered hereon or cancel requirement. |
| 2U[11] | MCA validation process has revealed that no valid contract***/call or order number*** is registered at the MCA or Service/Agency required ***manufacturing directive number (MDN) or contract line item number (CLIN)*** is missing or invalid. |
| 2V[12] | MCA validation process has revealed that the contract is valid; however, the requisitioned item, or requisitioner, or the DoD activity address code (DoDAAC) in rp 45-50, is not authorized government furnished materiel (GFM) under the contract. |
| 2W | This requisition is submitted for free issue of assets above the approved force acquisition objective (AFAO) on a fill or kill basis. (Applicable to Grant Aid/ Military Assistance Service Funded (MASF) requisitions only.) |
| 21 | Combination of Advice Codes 2L and 2T. |
| 22 | Combination of Advice Codes 2C and 2L. |
| 23 | Combination of Advice Codes 2L and 2G. |
| 24 | Combination of Advice Codes 2B and 2G. |
| 25 | Combination of Advice Codes 2A and 2F. |
| 26 | Combination of Advice Codes 2B and 2L. |
| 27 | Combination of Advice codes 2D and 2L. |
| 28 | Combination of Advice Codes 2N and 2L. |
| 29 | Combination of Advice Codes 2D and 2G. |
| 31 | Combination of Advice Codes 2J and 2G. |
| 32 | Combination of Advice Codes 2C and 2T. |
| 33 | Combination of Advice Codes 2L and 2J. |

[11] Ibid.
[12] Ibid.

| REQUISITION TRANSACTION ADVICE CODES | |
|---|---|
| CODE | EXPLANATION |
| 34 | Requested item only will suffice. Do not substitute/interchange. Items required in one continuous length as expressed in rp 25-29 and unit of issue in rp 23-24. No other configuration is acceptable and/or multiples of the unit pack is not acceptable.<br>(Combination of Advice Codes 2B and 2N.) |
| 39 | Requested item only will suffice. Do not substitute/interchange. Item required in one continuous length as expressed in rp 25-29 and the unit of issue in rp 23-24. If requirement exceeds the unit pack length, multiples of the unit pack is acceptable.<br>(Combination of Advice Codes 2B and 2P.) |
| 3A | This requisition is for assets located in the DLA Disposition Services Field Office activities, as advertised by DLA Disposition Services, for which the requisitioner desires to inspect materiel prior to shipment. Fill or kill. Use of this code is limited to requisitions with K, L, R, S, or T in rp 40. |
| 3B | Item being requisitioned has been designated as a commercial type item. Unable to obtain from commercial sources. Request supply of requisitioned quantity be accomplished against Foreign Military Service (FMS) code reflected in rp 48-50. |
| 3C through 3J | Deleted. |
| 3L | Deleted. |
| 3O | Deleted. |
| 3Q | Requested item only will suffice. Do not substitute/interchange. Requisitioner will accept Condition Code E stock in a usable condition (ammunition stock only). |
| 3R and 3S | Reserved. |
| 3V | Deliver to the ultimate consignee by the SDD entered hereon or cancel requirement. Requisitioner will accept Condition Code E stock in a usable condition (ammunition stock only). |
| 3W | Furnish exact quantity requested (i.e., do not adjust to unit pack quantity). Requisitioner will accept Condition Code E stock in a usable condition (ammunition stock only). |
| 3X | Requisition will accept Condition Code E stock (ammunition stock only). |

| REQUISITION TRANSACTION ADVICE CODES | |
|---|---|
| CODE | EXPLANATION |
| 3Y | Do not substitute or backorder any unfilled quantities. Requisitioner will accept Condition Code E stock in a usable condition (ammunition stock only). |
| 3Z | The quantity reflected in the quantity field exceeds normal demand; however, this is a confirmed valid requirement. Requisitioner will accept Condition Code E stock in a usable condition (ammunition stock only). |

| MATERIEL RETURNS PROGRAM ADVICE CODES | |
|---|---|
| CODE | EXPLANATION |
| 3T | Document has been edited by DAAS. Records indicate that NSN is correct and that the activity identified in rp 4-6 is the managing ICP/IMM. |
| 3U | The correct source of supply is in rp 4-6. Necessary action has been initiated to correct the FLIS source of supply file. |

| INTRANSIT CONTROL SYSTEM ADVICE CODES | |
|---|---|
| CODE | EXPLANATION |
| 35 | Deleted. |
| 36 | A DLA Disposition Services Field Office receipt exists for which a matching DIC AS3 has not been received. No response is required. (For use with DICs AFX and AFZ by DLA Disposition Services only.) |
| 37 | A DIC AS3 has been received for which a matching DLA Disposition Services Field Office receipt has not been received. (Only use with DICs AFX and AFZ by DLA Disposition Services) |

| DLMS RECEIPT, RESPONSE TO RECEIPT INQUIRY, AND INVENTORY ADJUSTMENT TRANSACTION ADVICE CODES [13] | |
|---|---|
| CODE | EXPLANATION |
| 3K | Storage activity response to inquiry for receipt status. Storage activity has the receipt in process. Refer to ADC 313. |
| 3M | Storage activity response to inquiry for receipt status. Storage activity has no receipt in process but there is a prepositioned materiel receipt (PMR) file. Refer to ADC 313. |
| 3N | Storage activity response to inquiry for receipt status. Storage activity has no receipt in process and no record of the due-in/PMR. Refer to ADC 313. |
| 3P | Storage activity response to an inquiry for status on receipt, or in response to a follow-up for asset reclassification, to indicate that the transaction being submitted is a duplicate of the original receipt transaction, or inventory adjustment transaction, provided by the storage activity. Caution must be used by the recipient to assure that the transaction is not processed twice. Refer to ADC 313 and ADC 487. |

[13] DLMS enhancement. Not for use in corresponding MILSTRAP legacy 80 record position transactions. Refer to ADC 313. DOD Components must provide ***Defense*** Logistics Management Standards ***Office*** with their Component implementation date for ADC 313.

# AP2.16. APPENDIX 2.16

## STATUS CODES

AP2.16.1. Status codes may be alphabetic/alphabetic or alphabetic/numeric and flow from sources of supply to the creator of a requisition or customer asset report, consignee/consignor, or Service-designated control office. Status codes also flow from the Defense Automatic Addressing System (DAAS) to a DAAS subscriber or from storage activities to inventory control points (ICP) to furnish the status of materiel release orders (MRO). The purpose of status codes is to inform recipients of the status of requisitions or customer asset reports and related transactions.

AP2.16.2. Selected status codes are also used to provide status on or to reject Military Standard Transaction Reporting and Acountability Procedures (MILSTRAP) transactions (DLM 4000.25-2).

AP2.16.3. The method of assigning status codes and a listing of the codes is provided below:

| CATEGORY ASSIGNMENTS OF STATUS CODES | | |
|---|---|---|
| RECORD POSITION(S) | | |
| 65 | 66 | Alphabetic/Alphabetic and Alphabetic/Numeric |
| A | A through Z (except I and O)<br>1 through 9 | For Intra-Army |
| B | A through Z (except I and O)<br>1 through 9 | For DLA, Inter-Service, and Government Services Administration (GSA)[1] transactions, excluding customer asset reporting transactions. |
| C | A through Z (except I and O)<br>1 through 9 | |
| D | A through Z (except I and O)<br>1 through 9 | |
| P | A through Z (except I and O) | |

[1] Codes assigned for DLA, inter-Service, and GSA use will also be recognized and used for intraService transactions and will not be duplicated within the Service assignment latitude.

| CATEGORY ASSIGNMENTS OF STATUS CODES | | |
|---|---|---|
| RECORD POSITION(S) | | |
| 65 | 66 | Alphabetic/Alphabetic and Alphabetic/Numeric |
| F | A through Z (except I and O)<br>1 through 9 | For Intra-Air Force |
| J | A<br>1 | |
| G | A through Z (except I and O)<br>1 through 9 | For Intra-GSA |
| H | A through Z (except I and O)<br>1 through 9 | For Intra-DLA |
| M | A through Z (except I and O)<br>1 through 9 | For Intra-Marine Corps |
| N | A through Z (except I and O)<br>1 through 9 | For Intra-Navy |
| R | A<br>1 | |
| E | A through Z (except I and O)<br>1 through 9 | For DLA, Inter-Service, and GSA[2] customer asset reporting transactions. |
| S | A through Z (except I and O)<br>1 through 9 | |
| T | A through Z (except I and O)<br>1 through 9 | |
| U | A through Z (except I and O)<br>1 through 9 | |

[2] Ibid

| | |
|---|---|
| NUMBER OF CHARACTERS: | Two |
| TYPE OF CODE: | Alpha/Alpha or Alpha/Numeric. |
| EXPLANATION: | Used to inform appropriate recipient(s) of the status of a requisition's or asset report's processing, or of the processing of related transactions. |

REQUISITION TRANSACTION STATUS CODES

| CODE | EXPLANATION |
|---|---|
| BA | (1) Item being processed for release and shipment on a requisition or requisition alert. The estimated shipping date (ESD) is contained in record position (rp) 70-73 when provided in response to a follow-up.<br>(2) For status messages with a Distribution Code in rp 54-56 = 111, this status indicates that it is used in support of the Retail Transportation and Supply Receipt and Acknowledgement Interchange in response to follow-ups and for initial physical in-check of cargo from a retail supply warehouse to a transportation system for movement, etc. See DLM 4000.25, Volume 3, Chapter 2. |
| BB | (1) Item is back ordered against a due-in to stock. The ESD for release of materiel to the customer is contained in rp 70-73.<br>(2) Requisition alert has been backordered. Additional status will be provided to indicate action taken. |
| BC | Item on original requisition containing this document number has been back ordered. Long delay is anticipated and ESD is in rp 70-73. Item identified in the national stock number (NSN) field (or "remarks" field if NSN field cannot accommodate the item number), that is not an automatic/coordinate substitute, can be furnished. The price of the substitute item is in rp 74-80. If desired, submit a cancellation for the original requisition and submit a new requisition[3] for the offered substitute. |

[3] Submit a new requisition using a new document number with a current ordinal date.

REQUISITION TRANSACTION STATUS CODES

| CODE | EXPLANATION |
|---|---|
| BD | Requisition is delayed:<br>(1) Delay due to need to verify requirements relative to authorized application, item identification, or technical data.<br>(2) Requisition alert fulfillment is delayed due to need to verify requirements relative to item identification. Re-identification of NSN materiel to unit of use LSN required.<br>(3) Requisition for government furnished materiel (GFM) is delayed pending validation by either contracting management control activity (MCA) or between source of supply and MCA. See rp 4-6 to determine the activity performing the validation. Upon completion of review, additional status will be provided to indicate action taken.<br>(4) If used with Management Code R, delay due to storage activity denial on the identified suffix. Clear/update local records for suffix and quantity identified. Further action on the denied quantity is anticipated to occur on a subsequent suffix code. |
| BE | Depot/storage activity has a record of the MRO but no supporting transaction/record of the action taken. (Depot/storage activity response to ICP request for MRO status for use with DIC AE6 only.) |
| BF | No record of your requisition or requisition alert for which your DIC AF_ follow-up or cancellation request was submitted. Also used by a source of supply to indicate no record of a GFM requisition for which a DIC AX2 transaction has been received.<br>(1) If received in response to a cancellation request, subsequently received requisitions (A0_) or other documents (AM_, AT_) will be returned by the source of supply with BF status. De-obligate funds and, if item is still required, submit requisition using new document number.[4]<br>(2) If received in response to a follow-up (AF_) request, source of supply action to process subsequently received documents (A0_, AM_, AT_) will continue under regular MILSTRIP procedures.[5]<br>(3) When used in response to DLA Disposition Services generated DIC AFX and AFZ follow-ups, indicates that the shipping activity has no record of generating an AS3 transaction or of making a shipment to a DLA Disposition Services Field Office under the document number in question and has not received a signed copy of the disposal turn in document (DTID).<br>(4) MCAs/contractors/Service(s)/Agencies (S/A) in receipt of Status Code BF will review for establishment of a valid GFM requisition. If a valid requisition exists, a DIC AT_ transaction will be generated. Subsequent receipt of a valid requisition will be processed by the MCA or source of supply, under Chapter C11 procedures. |

[4] Ibid.

REQUISITION TRANSACTION STATUS CODES

| CODE | EXPLANATION |
| --- | --- |
| BG | One or more of the following fields have been changed:<br>(1) Stock Number (as the result of a formal catalog change).<br>(a) Requisitioned NSN has been replaced by or consolidated with NSN in stock number field.<br>(b) NSN is assigned to part number that was requisitioned.<br>(c) FSC has changed but NIIN remains the same as originally requisitioned. Review NSN (federal supply classification (FSC) and national item identification number (NIIN)) to ensure that requisition under process is for desired item. If NSN is not for desired item, submit cancellation request to the source of supply.<br>(d) FSC has changed but NIIN remains the same as expressed in original transaction. (Applies to MILSTRAP DZ9 status notifications only.)<br>(2) Unit of Issue (as the result of a formal catalog change).<br>(3) Unit of issue: A requisition alert or funded requisition was requested in a unit of use. The requested quantity is equal to the units in a FLIS unit of issue (ex.: 100 EA equals 1 HD). Your document has been converted to the FLIS unit of issue, quantity, and price. The source of supply will provide additional status to indicate further action taken on this requisition.<br>(4) Requisitioned part number has been identified to/replaced by the part number reflected in the stock number field. Examine quantity and unit price resulting from the above changes and revise appropriate records accordingly. The source of supply will provide additional status to indicate further action taken on this requisition |
| BH | Service coordinated/approved substituted/interchangeable item, identified in stock number field, will be supplied requisition or requisition alert. Examine unit of issue, quantity, and unit price fields for possible changes. Revise appropriate records accordingly. Additional status will be provided. |
| BJ | Quantity changed to conform to unit pack or because of allowable direct delivery contract variance; adjust the due-in records accordingly. Unit of issue is not changed. |
| BJ | Quantity changed to conform to unit pack or because of allowable direct delivery contract variance; adjust the due-in records accordingly. Unit of issue is not changed. |

[5] If requisitioning via submission of a new document number, submit a cancellation request prior to fund deobligation to ensure against a potential duplicate shipment.

REQUISITION TRANSACTION STATUS CODES

| | |
|---|---|
| BK | Modified.<br>(1) Requisition data elements have been modified as requested. Examine data fields in this status document for current requisition data.<br>(2) Used by Transaction Services on DIC AE9 and by GSA on DIC AE_ to advise that the requisition contained a requisition priority for which the activity was not authorized. The requisition priority has been downgraded as shown and the requisition forwarded for processing.<br>(3) Used by Transaction Services on DIC AE9 to advise that the requisition contained an invalid/expired OSD/CJCS category D project code. The project code has been blanked out and the requisition forwarded for processing.<br>(4) Used by Transaction Services on DIC AE9 or by source of supply to advise the customer that the requisition priority designator and/or required delivery date (RDD) data fields continued invalid or incompatible data. Customer entry has been modified or blanked out and the requisition forwarded for processing.<br>(5) Used by Transaction Services on DICC AE9 or by the source of supply to advise that submitter's fund code has been replaced by Fund Code XP requiring non-interfund billing. |
| BL | Notice of availability (NOA) was forwarded to the country representative or freight forwarder on date entered in rp 70-73. |
| BM | Your document was forwarded to the activity indicated in rp 67-69. Forward all future transactions for this document number to that activity. (Also applies to MILSTRAP DIC DZ9 status notifications.) |
| BN | (1) Requisition being processed as free issue. Signal and fund code fields corrected as noted. Adjust local fund obligation records.<br>(2) Requested free issue quantity on requisition can be provided. No change to signal and fund code. No need to adjust fund obligation records. Applies only to DLA requisitions directed to Navy's Real-time Reutilization Asset Management (RRAM) in support of 2005 BRAC. |
| BP | Requisition has been deferred per customer instructions. The ESD is in rp 70-73. |
| BQ | Canceled. Results from receipt of cancellation request from requisitioner, consignee, manager, or other authorized activity. Also applies to cancellations resulting from deletion of a DoDAAC identified as requisitioner, ship-to, bill-to activity from the DoDAAD. Deobligate funds, if applicable. |
| BR | Cancelled. Requisitioning activity authorized cancellation in response to materiel obligation validation (MOV) request furnished by processing point. |
| BS | Canceled. Requisitioning activity failed to respond to MOV request from processing point. |

REQUISITION TRANSACTION STATUS CODES

| CODE | EXPLANATION |
|---|---|
| BT | Requisition has been received and will be processed for attempted release and shipment from stock to meet your RDD. Further status will be provided based on asset availability at the time of release processing. (Applies to Subsistence only.) |
| BU | Item being supplied against your FMS Case Designator reflected in rp 48-50 or you Grant Aid Program and record control number (RCN) reflected in rp 46-50. This document represents a duplicate of the requisition prepared by the U.S. Service. |
| BV | Requisition or requisition alert item procured and on contract for direct shipment to consignee. The contract shipping date is entered in rp 70-73. Cancellation, if requested, may result in billing for contract termination and/or transportation costs, if applicable. |
| BW | Your Security Assistance Program requisition containing this document number has been received by the ILCO and submitted to the supply system. A current ESD is not presently available but will be provided by subsequent status transactions. (May be used by ILCOs in acknowledging requisition receipt or in reply to follow-up when ESDs are not available.) |
| BX | Transportation activity has received pre-positioned data on item for shipment from supply activity; item not yet arrived at transportation activity for check-in (Servicing retail transportation activity response to retail supply activity request for materiel release status for use with DIC AE6/AEJ only). |
| BY | Depot/storage has previously denied the MRO by DIC A6_. (Depot/storage activity response to ICP request for MRO status, for use with DIC AE6 only.) |
| BZ | Requisition or requisition alert is being processed for direct delivery procurement. Upon completion of necessary procurement action, additional status will be provided to indicate action taken. ESD is in rp 70-73. |
| B1 | Assets not currently available. Requisition will be retained by DLA Disposition Services for 60 days from date of receipt awaiting possible arrival of assets. (DLA Disposition Services use only.) |
| B2 | Status of supply or procurement action precludes requested modification. |
| B3 | The required availability date (RAD) contained in the original requisition is unrealistic. The date in rp 70-73 is the date when the materiel will be available. |
| B4 | Canceled. Results from receipt of cancellation request from requisitioner, consignee, manager, or other authorized activity. Do not deobligate funds. Billing for materiel or contract termination charges will be made. |
| B5 | The activity identified by the code in rp 4-6 is in receipt of your follow-up request. Action to determine current status and/or improve the ESD is being attempted. Further status will be furnished. |

REQUISITION TRANSACTION STATUS CODES

| CODE | EXPLANATION |
|---|---|
| B6 | The materiel applicable to the requisition requested for cancellation has been diverted to an alternate consignee. |
| B7 | Unit price change. The latest unit price for the item identified by the stock or part number in rp 8-22 is reflected in rp 74-80. |
| B8 | Quantity requested for cancellation or diversion was not accomplished. |
| B9 | The activity identified by the code in rp 4-6 is in receipt of your cancellation request. Action to cancel the demand or to divert the applicable shipment is being attempted. Do not deobligate funds or delete due-in. Advice of final action will be furnished in subsequent status transactions. |
| CA | Rejected.<br>(1) Initial provision of this status will be by narrative message. The message will also state the reasons for rejection.<br>(2) When provided in response to a follow-up, this status will be sent via Defense Information System Network (DISN) and no reasons for rejection will be included. When received in response to a followup, authorized status recipients may request the reasons for rejection off-line (by mail, message, or telephone) if the initial narrative message containing the reasons for rejection cannot be located. |
| CB | Rejected. Rejection of that quantity not available for immediate release or not available by the SDD or RDD or within the RDP (for conventional ammunition). Quantity field indicates quantity not filled. May be used by a reporting activity to advise the ICP/IMM that a DIC A4_ with Distribution Code 2 cannot be filled from reported materiel. May be used by the source of supply (Principal), to notify the maintenance activity that a requested asset is not available for induction. |
| CC | Nonconsumable item. Your Service is not a registered user. Submit your requisition to your Service ICP for registration action. |

REQUISITION TRANSACTION STATUS CODES

| CODE | EXPLANATION |
|---|---|
| CD | Rejected. Unable to process because of errors in the quantity, date, and/or serial number fields or inconsistency in data content.<br>(1) If received in response to a requisition and the materiel is still required, submit a new requisition[6] with correct data field entries.<br>(2) If other than FMS/Grant Aid or Navy initial outfitting, the requisition date will not exceed one calendar year from the transaction processing date (current date) or be more than one day in the future.<br>(3) If received in response to a cancellation request and materiel is not required, submit a new cancellation request with a valid quantity entry.<br>(4) If received in response to an FMS requisition, the Security Cooperation Customer Code and Security Cooperation Case Designator embedded in the document number and supplementary address must correspond exactly to the values contained in the separate data elements provided under SFIS/SLOA procedures. The Security Cooperation Customer Code must align properly with the Service/Agency Code identified in the document number. |
| CE | Rejected. Unit of issue in original requisition, which is reflected in rp 23-24 of this status document, does not agree with ICP unit of issue and cannot be converted. If still required, submit a new requisition[7] with correct unit of issue and quantity. The source of supply will enter the correct unit of issue in rp 79-80 of status transactions. |
| CF | Rejected. Failed validation with SFIS Fund Code to Fund Account Conversion Table.<br>(1) Discrete values for the Standard Line of Accounting data elements in the transaction do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code in the transaction. If still required, submit a new requisition[8] with valid data entries.<br>(2) Invalid/missing fund code[9]<br>Note: Issues with content of the SFIS Fund Code to Fund Account Conversion Table are to be communicated to the Fund Code Monitor of the cognizant Component. |

[6] Submit a new requisition using a new document number with a current ordinal date.

[7] Ibid.

[8] Ibid.

[9] Ibid.

REQUISITION TRANSACTION STATUS CODES

| CODE | EXPLANATION |
|---|---|
| CG | Rejected. Unable to identify requested items. Submit a new requisition[10] and furnish correct NSN or part number. If correct NSN or part number is unknown, or if part number is correct, submit a new requisition[11] on DD Form 1348-6 furnishing as much data as is available. SF 344 may be submitted by authorized activities. (See Appendix AP1.5.) |
| CH | Rejected. Requisition submitted to incorrect single manager/ technical service/distribution depot or MCA and correct source/MCA cannot be determined. Research for correct source/MCA and submit a new requisition.[12] |
| CJ | Rejected.<br>(1) Item coded (or being coded) "obsolete" or "inactivated." Item in stock number field, if different from item requisitioned, can be furnished as a substitute. Unit price of the substitute item is in rp 74-80.<br>(2) If offered substitute is desired, submit a new requisition[13] with substitute item stock number. If only original item is desired, submit a new requisition[14] for procurement on DD Form 1348-6. SF 344 may be submitted by authorized activities. (See Appendix AP1.5.) Cite Advice Code 2B.<br>(3) Furnish technical data; for example, end item usage, component, make, model, series, serial number, drawing piece and/or part number, manual reference, or applicable publication. |
| CK | Rejected. Unable to procure. No interchangeable and substitute item (I&S) item is available. Returned for supply by local issue of components, kit, or next higher assembly. Suggest fabrication or cannibalization. If not available, submit a new requisition[15] for components, kit, or next higher assembly. |
| CL | Rejected. Contractor's requisition or related transaction is to be processed initially by an MCA. Transaction entries indicate direct submission. Research for correct MCA and submit a new requisition.[16] |

[10] Ibid.
[11] Ibid.
[12] Ibid.
[13] Ibid.
[14] Ibid.
[15] Ibid.
[16] Ibid.

REQUISITION TRANSACTION STATUS CODES

| CODE | EXPLANATION |
|---|---|
| CM | (1) Rejected. Item is not or is no longer free issue. Submit a new funded requisition[17] with signal code other than D or M if materiel is still required.<br>(2) Rejected. Request has been identified as non-production materiel support and requires a funded requisition. Applies to requisition alert, when request is identified as a non-production materiel support. |
| CN | Nonconsumable item. Your Service does not receive requisition support on this item or your requirement is a nonrecurring demand, which cannot be satisfied. Support will be provided upon submission of a Military Interdepartmental Purchase Request (MIPR) by your Service ICP. |
| CP | Rejected. Source of supply is local manufacture, fabrication, or local procurement. If item cannot be manufactured or fabricated locally, or activity lacks procurement authority/capability, submit a new requisition[18] with Advice Code 2A. |
| CQ | Rejected. Item requested is command or Service regulated or controlled. Submit new requisition[19] through appropriate channels. |
| CR | Rejected. Invalid DIC for a GFM transaction. |
| CS | Rejected. Quantity requisitioned is suspect of error or indicates excessive quantity. Partial quantity being supplied. Quantity field in this transaction reflects quantity rejected. If requirement still exists, submit a new requisition[20] for the required quantity using Advice Code 2L. |
| CT | Rejected. FMS requisition contains a “U” or “V” in rp 35 and the entry in rp 72 is incorrect or blank. Review records and resubmit with a new document number and a correct CLPSC in rp 72[21]. |
| CU | Rejected. Unable to procure item requested. Item is no longer produced by any known source and attempts to obtain item have failed. Item in stock number field can be furnished as a substitute. Unit price of the substitute item is in rp 74-80. (If offered substitute is desired, submit a new requisition [22] with substitute item stock number.) |
| CV | Rejected. Item prematurely requisitioned. The effective date for requisitioning is contained in rp 70-73. |

[17] Ibid.

[18] Ibid.

[19] Ibid.

[20] Ibid.

[21] Per AMCL 22, approved for implementation under Defense Security Assistance Management System (DSAMS) December 31, 2003. No implementation date available for Navy due to legacy system freeze.

[22] Submit a new requisition using a new document number with a current ordinal date.

REQUISITION TRANSACTION STATUS CODES

| CODE | EXPLANATION |
|---|---|
| CW | Rejected. Item not available or is a nonmailable item whose transportation costs are uneconomical. Local procurement is authorized for this requisition only. If item cannot be locally procured, submit a new requisition [23] using Advice Code 2A. |
| CX | Rejected.<br>(1) Unable to identify the bill-to and/or ship-to address as designated by the signal code or the signal code is invalid.<br>(2) The Military Assistance Program Address Code (MAPAC) does not exist in MAPAD as a valid ship-to and/or mail-to address.<br>(3) GSA Advantage GY/GZ series activity address codes (AAC) are not authorized for use in DoD requisitions/orders.<br>(4) Activity identified in the requisition is not authorized as a requisitioning or bill-to activity.<br>(5) A discretely identified DLMS bill-to activity used with Signal Code C or L does not correspond to the Fund Code to Billed DoDAAC Conversion Table.<br>(6) Financial events associated with bill-to DoDAAC SC2410 must be initiated via DoD EMALL (indicating payment via purchase/credit card) and are otherwise invalid.<br>(7) Unable to identify the discretely designated mark-for party DoDAAC or RIC.<br>(8) If still required, submit a new requisition[24] with valid data entries.<br>(9) Notification of rejection due to lack of available funds or other criteria associated with the funds verification process. Provided in response to the internet ordering application’s request for funds verification. The RIC-From associated with the internet ordering application used for submission of the requisition/referral order is identified in the DIC AE9. Rejection is provided by the DoD Component responding to the funds verification request under DoD and DoD Component-directed business rules, and not the DAAS or the Source of Supply. |
| CY | Rejected. Unable to procure item requested. Item is no longer produced by any known source and attempts to obtain item have failed. If requirement still exists, contact appropriate S/A technical organization for assistance or, if substitute item is known, requisition[25] that item. |
| CZ | Rejected. Subsistence item not available for resale. Reserved for troop issue only. |

[23] Ibid.

[24] Ibid.

[25] Ibid.

REQUISITION TRANSACTION STATUS CODES

| CODE | EXPLANATION |
|---|---|
| C1 | For Subsistence Only. Rejected. Requested item is not available nationally. Do not requisition this item until advised by the activity identified in rp 4-6. |
| C2 | Rejected. Security Assistance Program funds are not available to process this requisition. (This code will be used between ILCO and requisitioners only.) |
| C3 | Rejected. Applies to subsistence only. Vendor cannot make delivery during shipping period. |
| C4 | Rejected. Applies to subsistence. Item is seasonal and not available for delivery during current shipping period. |
| C5 | Rejected. Requisitioner, upon inspection of materiel located in the DLA Disposition Services activity, rejected acceptance due to condition of materiel/unacceptable substitute and/or materiel incorrectly identified. This status code is generated by the DLA Disposition Services and furnished to the appropriate status recipients. |
| C6 | Rejected. Requisition is for commercial type item which is not authorized for supply under the Security Assistance Program. If unable to obtain desired item from commercial sources, submit a new requisition [26] containing Advice Code 3B after obtaining approval from the U.S. Service implementing the case. |
| C7 | Rejected. DIC indicates this is a remarks/exception data document. Source of supply has no record of receipt of remarks/exception data. If still required, submit a new requisition.[27] |
| C8 | Rejected. Vendor will not accept order for quantity less than the quantity indicated in rp 76-80. If requirement still exists, submit a new requisition [28] for a quantity that is not less than that reflected in rp 76-80. |
| C9 | Rejected. Applies only to subsistence. Quantity in rp 25-29 canceled due to nonavailability during shipping period. If required in subsequent shipping period, submit a new requisition.[29] |
| DA | Rejected. Source of supply is direct ordering from the Federal Supply Schedule identified by number in rp 76-80 (rp 76-77 group, rp 78-79 part, rp 80 section). If activity lacks procurement authority, submit a new requisition[30] with Advice Code 2A. |

[26] Ibid.
[27] Ibid.
[28] Ibid.
[29] Ibid.
[30] Ibid.

REQUISITION TRANSACTION STATUS CODES

| CODE | EXPLANATION |
|---|---|
| DB | (1) Rejected. No valid contract registered at MCA.<br>(2) Rejected. One or more of the following Service/Agency required data elements is missing or invalid: (1) call or order number, (2) manufacturing directive number (MDN), (3) contract line item number (CLIN). |
| DC | Processing of your CLSSA termination/drawdown requisition (CLPSC: A, B, C, or D) has resulted in the quantity reflected in rp 25-29 being absorbed by the ICP/IMM. Disposition on any remaining quantity will be communicated by separate status transaction.[31] |
| DD | Processing of your CLSSA termination/drawdown requisition (CLPSC: C or D) has resulted in the quantity reflected in rp 25-29 not being absorbed by the ICP/IMM. This quantity will not be delivered. Disposition of materiel will be under appropriate Service/Agency regulations. Billing action for this quantity is in process. Status on any remaining quantity will be communicated by a separate transaction.[32] |
| DE | Canceled. Although shipment status (DIC AS3) was sent, no shipment was made. (For use in controlling shipments intransit to disposal only. May be used in response to DICs AFX and AFZ with Advice Code 37.) |
| DF | Terminate intransit control processing. A signed receipt copy of the DTID is not available, but investigation indicates that property was removed from the storage area and cannot be located. Further research is being conducted within S/A channels. (For use in controlling shipments intransit to disposal only.) |
| DG | Shipment confirmed. The quantity in the DIC AS3 transaction was the quantity shipped. A signed copy of the DTID acknowledging DLA Disposition Services receipt of that quantity is on file. DLA Disposition Services action required to resolve apparent discrepancy. (For use in controlling shipments intransit to disposal only. May be used only in response to DIC AFX or AFZ with Advice Code 37.) |
| DH | Terminate intransit control processing. A signed copy of the DTID acknowledging receipt is on file. The quantity in the DTID is different from that in the original AS3. The quantity acknowledged in the DTID is included in the quantity field. Further research on the quantity discrepancy is being conducted within S/A channels. (For use in controlling shipments intransit to disposal only. May be used only in response to DIC AFX or AFZ with Advice Code 37.) |

[31] Per AMCL 22, approved for implementation under Defense Security Assistance Management System (DSAMS) December 31, 2003. No implementation date available for Navy due to legacy system freeze.
[32] Ibid.

REQUISITION TRANSACTION STATUS CODES

| CODE | EXPLANATION |
|---|---|
| DJ | Rejected. GFM quantity requisitioned partially exceeds the contract authorized quantity. The quantity that exceeds the authorized quantity will not be supplied. Quantity in this transaction has been adjusted to reflect the authorized quantity. |
| DK | Rejected. Your DIC APR transaction requesting reinstatement was received over 60 days after generation of the DIC AE_ transaction containing Status Code BS. |
| DL | Rejected. Your DIC APR transaction requesting reinstatement has been received. There is no record of a DIC AE_ transaction containing Status Code BS. |
| DM | Rejected. Your DIC APR transaction requesting reinstatement has been received. The DIC APR transaction requested reinstatement of a quantity larger than that, which was canceled by the DIC AE_ transaction containing Status Code BS. The quantity canceled is shown in rp 25-29. |
| DN | Rejected. A valid contract is recorded at the MCA; however, the requisitioned item, the requisitioner, or the DoDAAC in rp 45-50 is not authorized GFM under the contract. |
| DP | Rejected. The MAPAC does not exist in the DLM 4000.25, Volume 6, as a valid ship-to and/or mail-to address. If still required, submit appropriate codes (s) and address(es) under the procedures of the military assistance program address directory (MAPAD). Upon confirmation the code (s) and address(es) have been added to the MAPAD, resubmit a new requisition. (Applicable to DAAS processing only.) |
| DQ | Rejected. GFM quantity requisitioned totally exceeds the contract authorized quantity. The total requisitioned quantity is rejected. |
| DR | Rejected. The MCA, for the contract indicated by the requisition, failed to respond or provide a valid response to an ICP GFM validation request. |
| DS | Requisition received for an item for which your Service is not a registered user. Issue action is being processed. Request action be taken to register your Service as a user using the procedures outlined in DoD 4100.39-M (FLIS Procedures Manual). |
| DT | Free Issue denied; either the complete or partial quantity of a post-post requirement (includes DIC Code C0_, CQ_, D7_) is not authorized for free issue. Fund code and/or signal code corrected as noted. Adjust local fund obligation records. |
| DY | Rejected. Materiel shipped by non-traceable means or supplied by DVD from a contractor without an assigned DoDAAC or there is no record of the transaction for which the DIC AFY follow-up was submitted. (Use on DIC ASY.) |

REQUISITION TRANSACTION STATUS CODES

| CODE | EXPLANATION |
|---|---|
| D1 | Canceled. Requisition was retained for 60 days. Requested asset did not become available. Quantity field indicates quantity not filled. (DLA Disposition Services use only.) |
| D2 | Rejected. Item requested is Brand Name Resale and is in short supply. |
| D3 | Rejected. Activity did not respond to source of supply request for additional information. |
| D4 | Canceled. Applies only to subsistence items. Quantity in rp 25-29 canceled. Your requisition quantity, together with all other requisitions received this cycle for the specified port or depot, does not meet the contractor's minimum order quantity. |
| D5 | Rejected. Item requested is Nuclear Reactor Plant materiel authorized for issue only to Nuclear Reactor Plant activities and support facilities. A similar item may be available under a different NSN. If unable to identify the non-nuclear NSN, submit a new requisition[33] providing complete technical data (such as: Allowance Parts List (APL)/Allowance Equipment List (AEL), end use equipment, CAGE, part number, piece number, nameplate) and remarks indicating "NON-NUCLEAR APPLICATION" in the remarks block. |
| D6 | Rejected. Manually prepared requisition contains unauthorized exception data. |
| D7 | (1) Requisition modifier rejected because of errors in one or more data elements.<br>(2) Requisition modifier may be rejected due to improper application of the RDD field and/or Priority Designator (PD). Check the original requisition RDD and PD data fields for compatibility with revised input. Resubmit with appropriate data. |
| D8 | Rejected.<br>(1) Requisition is for controlled substance/item and requisitioner and/ or ship to address is not an authorized recipient. Submit a new requisition[34] on a DD Form 1348-6 furnishing intended application and complete justification for the item.<br>(2) FMS requisitions for publications which are controlled or have restricted access and requisitioner and/or ship-to address is not authorized. Submit new requisition [35] with justification to the applicable Service ILCO.<br>(3) Requisitioners associated with special programs (1st position numeric-2nd position alpha DoDAACs) must coordinate with their program sponsor/executive agent for authorization prior to re-requisitioning. |

[33] Submit a new requisition using a new document number with a current ordinal date
[34] Ibid.
[35] Ibid.

REQUISITION TRANSACTION STATUS CODES

| CODE | EXPLANATION |
|---|---|
| NL | Item received by the Logistics Support Center (LSC)/Material Processing Center (MPC) (MILSTRIP rp 4-6). Contact local LSC/MPC for delievery. |
| ***NY*** | ***Item transshipped by the receiving MPC to another destination MPC.*** |
| NW | Item delievered by the MPC (MILSTRIP rp 4-6). |
| PA | Item has arrived at the local industrial activity worksite and is ready for delivery to artisan. Applies to DLA/Navy industrial activity support procedures. |
| PC | Rejected. Unable to process requisition because the purchase/credit card exceeded its limit. Review records for corrective action and resubmit under new document number if still required. |
| PD | Item has been physically delivered to the artisan by the local industrial activity worksite. Applies to DLA/Navy industrial activity support procedures. |
| PF | Delayed shipment; item undergoing First Article Testing with the vendor. Failure to pass FAT will result in further delays. |
| PG | Rejected. Unable to process non-Federal requisition due to an unsuccessful purchase/credit card advance payment. Review records for corrective action and resubmit under new document number if still required. |
| PH | Rejected. Unable to process requisition due to unmatched purchase/credit card and order data within processing system. Resubmit under new document number if still required. |
| PJ | Rejected. Unable to process requisition due to systemic error/rejection from Pay.gov. Resubmit under new document number if still required. |
| PM | Mission support materiel (MSM) allocation notification. Provided in response to a requisition alert to indicate request for MSM has been processed by DLA and allocation of assets has occurred; no protection under the requisition alert document number has been applied. DLA will issue materiel upon receipt of a funded order. Applies to DLA/Navy industrial activity support procedures; not applicable for Fleet Readiness Centers (FRCs). |
| PP | Pre-protection or re-warehousing notification. Provided in response to a requisition alert or requisition to indicate that materiel is being moved from the local distribution depot to the industrial activity or re-identified to unit of use. For requisition alerts, materiel will be protected upon confirmation completion of this action. For requisitions, materiel will be sourced and issued to the customer upon confirmation completion of this action. Applies to DLA/Navy industrial support procedures. |
| PQ | Item has been protected at the local industrial activity worksite as a result of a requisition alert in support of a projected maintenance job. Applies to DLA/Navy industrial activity support procedures. |

REQUISITION TRANSACTION STATUS CODES

| CODE | EXPLANATION |
|---|---|
| PS | Pre-shipment notification. Provided in response to a requisition alert or requisition to indicate that materiel is being sourced from another Service/Agency source of supply to DLA and will be protected upon receipt. The source of supply-provided ESD is included when available. Applies to DLA/Navy industrial activity support procedures |
| PW | Item is backordered. Request has been sent to an Engineering Support Activity for further support on this item. When available, the Engineering Support Activity Response Due Date is provided/extended (see rp 70-73 or DLMS DTM Segment, Qualifier 268). |
| SS | DLA supported requisition has been shipped. This status is only visible within DoD EMALL and other DLA systems; it is not transmitted via DLMS/MILSTRIP Supply Status transaction. |

# CUSTOMER ASSET REPORTING TRANSACTION STATUS CODES

Use the S series status codes on the DIC FTR to reject asset transactions. If subsequent reporting is required for the items identified by the FTR containing S series status codes, submit a new asset report with a new document number. Use the T series status codes with DICs FTB/FTD/FTQ/FTR/FT6/FTZ to provide informative/action status on an asset report and related documentation. When a DIC FT6 is submitted to the reporting activity, it will contain the applicable status code cited in the DIC FTR.

| CODE | EXPLANATION |
|---|---|
| CF | Rejected. Failed validation with SFIS Fund Code to Fund Account Conversion Table.<br>(1) Discrete values for the Standard Line of Accounting data elements in the transaction do not match data elements from the SFIS Fund Code to Fund Account Conversion Table for the Fund Code in the transaction. If still required, submit a new requisition[36] with valid data entries.<br>(2) Invalid/missing fund code[37]<br>Note: Issues with content of the SFIS Fund Code to Fund Account Conversion Table are to be communicated to the Fund Code Monitor of the cognizant Component. |
| EP | Customer DoDAAC and reparable item being returned or item being issued are Army Exchange Pricing relevant and no unserviceable return has been received associated with an issue. The specific monetary amount shows any billing differences that result from the status of the turn-in, i.e., delta amount (Standard Price minus Exchange Price). The status code is authorized for intra-Army use only in the legacy format 80 rp MILSTRIPtransaction DIC FTZ/DLMS Transaction 870M. |
| SA | Rejected. If appropriate, resubmit with exception information as required by instructions disseminated separately by applicable ICP/IMM. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.) |
| SB | Rejected. Report garbled and incomplete. Corrective action cannot be determined. Review entire contents, correct, and resubmit if appropriate. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.) |
| SC | Rejected. ICP/IMM of the reported item cannot be determined. Research records and, if applicable, resubmit citing correct stock number. (Assign a new document number if a new asset report is submitted.) If NSN is GSA managed, item is non- stocked; disposition is authorized under local directives. (Use on DIC FTR.) |

[36] Ibid.
[37] Ibid.

| CODE | EXPLANATION |
|---|---|
| SD | Rejected. NSN not identifiable. Corrective action cannot be determined. Review, correct, and resubmit, if appropriate. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.) |
| SF | Rejected. Item not in authorized condition to be reported or condition code cannot be identified. Materiel should be screened for correct condition code and new DIC FTE submitted; or, if not reportable, dispose of under current procedures. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.) |
| SG | Rejected. This transaction is a duplicate of a previously received report. Recipient must research records to determine if this transaction was previously rejected with an S series status/reject code. If so, resubmit a new asset report with a new document number. Otherwise, no action is required. |
| SH | Rejected. Unit of issue is incorrect and cannot be converted or corrected. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.) |
| SJ | Rejected. Signal code is blank or incorrect. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTQ or FTR.) |
| SK | Rejected. Unable to identify the ship-from or credit-to address as designated by the signal code. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTQ and FTR.) |
| SM | Rejected. Stock balance indicates materiel is not required; however, item is in process of migrating and further action is deferred until date contained in rp 70-73. If asset position exceeds retention limits after that date, resubmit to appropriate IMM. (Assign a new document number if a new asset report is submitted.) (Use on DIC FTR.) |
| SN | Rejected. Materiel reported not authorized for return. Asset reports directed to GSA are not authorized. (Use on DIC FTR and FTQ.) |
| SP | Rejected. Item was reported and requisitioned by the reporting activity (rp 30-35) or requisitioned by another activity for shipment to the reporting activity (rp 45-50). (For use with DIC FTR.) |
| SQ | Rejected. Reported NSN is master item number (i.e., all makes and models) used for reference purpose only. Review records and resubmit with new document number(s), citing appropriate NSN(s) for the specific item(s) being reported. (Use on DIC FTR.) |
| TA | Creditable return. Credit will be granted for quantity indicated in rp 25-29. Ship materiel to activity in rp 54-56. (Use on DIC FTR or FT6.) |
| TB | Noncreditable return. Return quantity indicated in rp 25-29 to activity indicated in rp 54-56. (Use on DIC FTR or FT6.) |

| CODE | EXPLANATION |
|---|---|
| TC | Not returnable. Quantity reported has been determined by the IMM to be not economically feasible to return. Use Component regulations for further processing. (Use on DIC FTR.) |
| TD | Not returnable.<br>(l) Special instructions for disposition are stated in the remarks field. In this case, the status document will be mailed. This code will not be used when other status codes have been established to convey applicable status.<br>(2) When due to security reasons, or space limitations, instructions will be furnished by separate media referring to pertinent document numbers. In this case, the remarks block will be left blank and TD status documents may be transmitted electrically. (Use on DIC FTR.) |
| TE | Materiel required for lateral redistribution. DIC A4_ referral(s) will follow. (Use on DIC FTR.) |
| TF | Materiel received. Status being investigated. (Use on DIC FTR.) |
| TG | Materiel required for lateral redistribution. DIC A4_ referral(s) will follow, containing stock number and/or unit of issue as changed and as indicated in rp 8-22 and/or rp 23-24. Examine unit of issue and quantity fields for possible changes. (Use on DIC FTR.) |
| TH | Credit will be granted for quantity indicated in rp 25-29. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. The quantity field (rp 25-29) is adjusted as required. Examine unit of issue and quantity fields for possible changes. Ship materiel to activity in rp 54-56. (Use on DIC FTR or DIC FT6.) |
| TJ | Noncreditable return. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. Examine unit of issue and quantity fields for possible changes. Return quantity indicated in rp 25-29 to activity indicated in rp 54-56. (Use on DIC FTR or DIC FT6.) |
| TK | Not returnable. Stock number and/or unit of issue changed as designated in rp 8-22 and/or rp 23-24. Quantity indicated in rp 25-29 exceeds authorized retention levels. Examine unit of issue and quantity fields for possible changes. (Use on DIC FTR.) |
| TL | Materiel received. No credit allowed as item received was other than that authorized for return. (Use on DIC FTZ.) |
| TM | Materiel received. No credit or reduced credit allowed as condition received was less than reported. Condition of materiel received is indicated in rp 71. (Use on DIC FTZ.) |
| TN | Materiel received. Credit authorized for quantity in rp 25-29. (Use on DIC FTZ.) |
| TP | Materiel not received within prescribed timeframe. Credit authorization is canceled. (Use on DIC FTZ.) |

| CODE | EXPLANATION |
|---|---|
| TQ | Materiel received. Noncreditable return as indicated in reply to customer asset report. (Use on DIC FTZ.) |
| TR | DIC FTE received and in process. Reply will be provided by date indicated in rp 70-73. (Use on DIC FTD.) |
| TT | Materiel received and in process of inspection and classification. DIC FTZ will be provided upon completion. (Reply to DIC FTT.) (Use on DIC FTR.) |
| TU | Materiel not received. (Reply to DICs FTT and FTP.) (Use on DICs FTR and FTB.) |
| TV | Materiel not received within prescribed timeframe. Noncreditable return authorization is cancelled. (Use on DIC FTZ.) |
| TW | Credit action in process. Financial transaction is forthcoming. (Reply to FTP.) (Use on DIC FTB.) |
| TX | Financial transaction accomplished. Bill number of credit transaction appears in rp 76-80. (Reply to DIC FTP.) (Use on DIC FTB.) |
| TY | DIC FTZ generated on document number cited indicated no credit authorized for return. (Reply to DIC FTP.) (Use on DIC FTB.) |
| TZ | Customer Asset Report changed by DAAS (rp 4-6). Examine rp 8-22 for possible change in FSC/NSN/part number being converted to an NSN if the original Customer Asset Report was DIC FTG. Also, examine rp 67-69 to determine if the transaction has been routed to another activity. (Use on DIC FTQ.) |
| T1 | Materiel received. No credit allowed because the stock number was changed from a stock fund to an appropriation financed item. For intra-Service use only. (Use on DIC FTZ.) |
| T3 | DIC FTM has been received. Materiel has not been received. Materiel should be shipped, tracer action initiated, or DIC FTC submitted, as appropriate. (Use on DIC FT6.) |
| T4 | Materiel not returnable. Quantity indicated in rp 25-29 is no longer required IPE and must be reported to Defense Industrial Plant Equipment Center (DIPEC) (SE 4300) under DLAM 4215.1/AR 700.43/NAVSUP PUB 5009/AFR 78-9. |
| T5 | Deleted. (Use TZ.) |
| T6 | DIC FTE has been routed to the activity indicated in rp 67-69. Forward all future FT_ documents to that activity. (Use on DIC FTR.) |
| T7 | FSC has been changed by the ICP in rp 4-6. (Use on DIC FTR.) |
| T9 | Part-numbered materiel reported is not authorized for return. DIC FTG not authorized for asset reports directed to DLA. Use current Component instructions for disposition of materiel. (Use on DIC FTQ.) |

# AP2.17. APPENDIX 2.17

# SHIPMENT HOLD CODES

| | |
|---|---|
| NUMBER OF CHARACTERS: | One |
| TYPE OF CODE: | Alpha (except I and O) |
| EXPLANATION: | When MILSTRIP requisitioned materiel is delayed at a shipping activity after it has been picked, packed, marked, and made ready for shipment, the delay will be recorded on the shipment planning worksheet using the appropriate code below and will be reported for inclusion in the MILSTRIP shipment status and materiel release confirmation (MRC) transaction |
| RECORD POSITION: | 51 (in MILSTRIP transactions). |

| CODE | EXPLANATION |
|---|---|
| A | Shipment unit held for consolidation. |
| B | Awaiting carrier equipment |
| C | Awaiting export/domestic traffic release. |
| D | Delay due to diversion to surface resulting from challenge by air clearance activity. |
| E | Delay resulting from challenge by air clearance activity for which no diversion to surface occurs and materiel was shipped by air. |
| F | Embargo. |
| G | Strikes, riots, civil commotion. |
| H | Acts of God. |
| J | Shipment delayed to process customer cancellation request(s). |
| K | Diversion to surface movement due to characteristics of materiel that preclude air shipment; for example, size, weight, or hazard clarification. |
| L | Delay requested and/or concurred in by consignee. |
| M | Delay to comply with delivery dates at Continental United States (CONUS) destinations/out loading terminal. |
| N | Delay due diversion to air (requisition priority upgraded). |
| O | Reserved |
| R | DLA Disposition Services receipt-in-place property held pending disposition and shipping instructions. |

| CODE | EXPLANATION |
|---|---|
| | |
| ***S*** | ***Invalid or missing Transportation Account Code (TAC).*** . |
| ***T-V*** | Reserved |
| W | Wood Packing Material (WPM) remediation/decontamination. |
| ***X*** | ***DLA Disposition Services Field Office redistribution order held pending release (inventory on hold; not available for alternate use).*** |
| Y | Reserved. |
| Z | Holding action of less than 24 hours from date materiel is available for shipment. |

# AP2.18. APPENDIX 2.18

# *SECURITY COOPERATION CUSTOMER CODES*

| | |
|---|---|
| NUMBER OF CHARACTERS: | Two |
| TYPE OF CODE: | Alpha-Alpha or Alphanumeric |
| EXPLANATION: | ***SECURITY COOPERATION CUSTOMER CODE. A two-digit code used by Defense Security Cooperation Agency to represent the country, international organization, region, or program authority associated with transactions recorded in Security Cooperation systems and associated programs implemented in the Foreign Military Sales. The codes are used to identify the country, international organization, or account which is (1) the recipient of materiel or services sold, leased, loaned, transferred, exchanged, or furnished through FMS programs and (2) the recipient of materiel or services furnished under FMS and Grant Aid.*** |
| RECORD POSITION(S): | 31-32 |

# AP2.19. APPENDIX 2.19

## SECURITY ASSISTANCE PROGRAM TYPE OF ASSISTANCE AND FINANCING CODES

| | |
|---|---|
| NUMBER OF CHARACTERS: | One. |
| TYPE OF CODE: | Alphanumeric. |
| EXPLANATION: | Provides additional information concerning type of transaction applicable to Security Assistance shipments. |
| RECORD POSITION(S): | 35. |

AP2.19.1. GRANT AID

| CODE | EXPLANATION |
|---|---|
| 1 | Grant Aid rendered under the authority of the Federal Aviation Administration (FAA) of 1961 for which the United States receives no reimbursement. |
| A | Grant transfers of Excess Defense Articles provided under the authority of the FAA of 1961 for which the United States receives no reimbursement for the value of the materiel. |
| C | Presidential determination to order defense articles from stock and performance of defense services to satisfy Grant Aid requirements with reimbursement from subsequent military assistance appropriations. (Section 506 of the FAA of 1961.) All requests for Working Capital Fund activities (to include transportation), shall include a funding source to allow Defense Working Capital Fund (DWCF) activities to be reimbursed by the military departments; orders will not be accepted without a funding source. (DoD FMR 7000.14R, Vol 12, paragraph 230502 and Vol 11B, paragraph 110106.A. |
| D | Military Assistance Service Funded (MASF). Grant Aid programs transferred to the DoD budget, which were not controlled and implemented through the Grant Aid documentation and automatic data processing (ADP) system. |
| H | Grant Aid share of cost sharing agreements. |
| K | Grant Aid-owned assets obtained through barter arrangements with Federal Republic of Germany (used in conjunction with Supply Source Code B only). |

| CODE | EXPLANATION |
|---|---|
| L | Grant Aid provided through the NATO Hawk Production and Logistics Office (NHPLO) for maintenance support of Hawk Missile system (use in conjunction with Supply Source Code N only). |
| P | Grant Aid programs transferred to the DoD budget which were controlled and implemented through the Grant Aid documentation and ADP system. |
| R | Grant Aid of U.S. recovered materiel resulting from liquidation of NATO Maintenance and Supply Agency (NAMSA) excess stockage. |
| S | Assigned to all records in the Repbulic of Korea (ROK) Equipment Transfer program authorized by Public Law 95-384 at no charge to Grant Aid. This code is also assigned to all PY 71 update and 72 equipment transferred to the ROK under Public law 91-652 at no cost to Grant Aid. This code is also assigned to ammunition transferred to the Royal Thai Government from Army foreign military sales (FMS) Case UEB. Transfer at no cost to Grant aid was authorized by Section 24, Public Law 96-92. |

AP2.19.1.1. Type of assistance Codes used in other than Grant Aid transactions:

| | |
|---|---|
| F | Training provided as a part of an FMS case. This data is maintained in the DSAA Grant Aid data base purely as a service to assist the Military Department in accounting for students and/or spaces provided under FMS. Not used in MILSTRIP. |

AP2.19.2. FOREIGN MILITARY SALES. Terms of sale and accompanying type of assistance codes indicate the statutory authority for a foreign military sale; the time of payment for the sale; whether the sale is to be from DoD stocks or procurement; and whether the sale is to be financed on a cash or credit basis. The implementing agency enters the appropriate Terms of Sale and accompanying type of assistance codes in the "Terms" block of the letter of offer. The implementing agency uses type of assistance code for MILSTRIP requisitioning purposes. The following codes and definitions have been extracted from DSCA 5105.38-M, Security Assistance Management Manual (SAMM), for the convenience of MILSTRIP participants. A more complete definition of the codes shown below may be found in the SAMM.

| CODE | EXPLANATION |
|---|---|
| 3 | Cash sale from Stock with Payment in Advance. This code applies to cash payments in advance of delivery and/or performance for a foreign military sale which the Implementing Agency determines at the time of the offer will be from DoD stocks. |
| 4 | Source of Supply Not Predetermined with Payment in Advance. This code applies to cash payment for a foreign military sale for which the Implementing Agency has not yet determined, at the time of the offer, the extent to which the supply source will be DoD stocks or procurement. |

| CODE | EXPLANATION |
|---|---|
| 5 | Cash Sale from Procurement with Payment in Advance. This code applies to cash payment in advance of delivery and/or performance for a foreign military sale which the Implementing Agency determines at the time of the offer will be from DoD procurement. |
| 6 | Cash Sale from Stock with Payment on Delivery. This code applies to cash payment upon delivery of defense articles or initiation of performance of defense services which the implementing Agency determines at the time of offer will be from DoD stocks. |
| 7 | Cash sale from Procurement with 120-Day Payment. This code applies to cash payment 120 days after delivery of articles or commencement of performance of services for a foreign military sale, which the implementing Agency determines at the time of the offer, will be from DoD procurement. |
| 8 | Cash sale from Stock with 120-Day payment. This code applies to cash Payment 120 days after delivery of articles or commencement of performance of services for a foreign military sale which the Implementing Agency determines at the time of the offer will be from DoD stocks. |
| M | Grant Aid Merger. The Grant Aid, established under the mutual Defense Assistance Act of 1949, originally provided for the loan or grant if military equipment, materials, and services (including training) to eligible nations. Since FY 82, the authority of Section 503(a)(3) of the FAA of 1961 has been used to merge Grant Aid funds with recipient countries funds and/or with FMS financing credit in the FMS Trust Fund, to make adequate funds available to finance the country's FMS cases. In addition, since FY06, other authorized granting of US appropriations for use for FMS. |
| N | Section 23 or 24 Arms Export Control Act (AECA) FMS, Credit (Non-Repayable). |
| U | FMSO No. 1. This code applies to cash payment for a Foreign Military Sales Order (FMSO) No.1 Supply Support Arrangement (SSA). The purchasing government buys equity in a specified dollar amount of DoD stocks. DoD maintains that portion of its stocks for eventual delivery to the purchasing government under a FMSO No.2 requisition agreement. |
| V | FMSO No. 2. This code applies to cash payment for a FMSO No.2 SSA which permits the purchaser to submit requisitions for common repair parts and secondary items in the DoD stocks of which the purchaser has bought an equity under a FMSO No.1 agreement. The use of this code requires the input of Cooperative Logistics Program Support Code (CLPSC) 1 or 2 (appendix AP2.22) in rp 72 of Cooperative Logistics Supply Support Arrangement (CLSSA) requisitions and passing orders by the applicable International Logistics Control Office (ILCO). |
| Z | Section 23 or 24, AECA, FMS Credit. |

# AP2.20. APPENDIX 2.20

## SUBSISTENCE TYPE OF PACK CODES

| | |
|---|---|
| NUMBER OF CHARACTERS: | One. |
| TYPE OF CODE: | Numeric. |
| EXPLANATION: | Indicates in the requisition the degree of protection to be provided subsistence items by the pack or outside shipping container. Actual “type of pack” requested should be based on the degree of protection required. |
| RECORD POSITION: | 21. |

AP2.20.1. NONPERISHABLE TYPE OF PACK CODES

| CODE | EXPLANATION |
|---|---|
| 1 | Protection required under known favorable conditions during shipment, handling and storage as in Continental United States (CONUS). Domestic fiberboard shipping containers are utilized and unitized in pallet loads bonded with strapping or shrink film. |
| 2 | Protection required under more severe conditions during shipment, handling, and storage as may be encountered in the support of Outside Continental United States (OCONUS) customers. Weather resistant fiberboard shipping containers are utilized. All OCONUS shipments do not necessarily require Type of Pack 2. This type of pack may also be used when Subsistence Type of Pack Code 7 is requested but not available. |
| 3 | (Not Applicable) |
| 4 | Protection required under conditions of open storage for an unknown duration in geographical areas where excessive rainfall, high humidity, and adverse environmental conditions may be encountered. V2s fiberboard shipping containers are utilized. Unitization consists of 40" x 48" standard, double wing, 4-way entry, wood pallet, with 4" flanged, V2s fiberboard cap, and strapped. |

## AP2.20.2. PERISHABLE TYPE OF PACK CODES

### AP2.20.2.1. General Items:

| CODE | EXPLANATION |
|---|---|
| 1 | Protection that must meet the minimum requirements for shipment, handling, and storage in Continental United States (CONUS). |
| 2 | Protection that must be sufficiently strong to permit shipment to an OCONUS designation. All OCONUS shipments do not necessarily require Type of Pack 2. |

### AP2.20.2.2. Meat Carcass and Cut Items Only:

| CODE | EXPLANATION |
|---|---|
| 3 | Single Wrap, Kraft, Krinkle Paper |
| 4 | Single Wrap, Stockinette |
| 5 | Double Wrap, Kraft Krinkle Paper and Stockinette |
| 6 | Double Wrap, 1 Kraft Krinkle Paper and 2 Stockinette (Export Only) |

### AP2.20.2.3. Fresh Eggs, Milk, Fruits, and Vegetables; Frozen Meats, Fish, and Poultry:

| CODE | EXPLANATION |
|---|---|
| 7 | Wax impregnated fiberboard containers. The conditions that justify customer requirement for this type of pack are defined as follows:<br>a. Items are desired for specific operations involving shipment to remote areas, transfer at sea, ice or hydro cooling, prolonged storage, deploying ships, lengthy environmental exposure or multiple handling transshipment, or;<br>b. At the option of the requisitioner when local demand and experience indicates upgrading of shipping container requirements as being essential to ensure adequate production protection, and;<br>c. The items (for example, Fresh Fruits and Vegetables (FF&V)) have been approved by the cognizant Services/Agencies (S/A) for application and requisitioning of this type of pack. |

# AP2.21. APPENDIX 2.21

## DISPOSAL AUTHORITY CODES

| | |
|---|---|
| NUMBER OF CHARACTERS: | One. |
| TYPE OF CODE: | Alpha. |
| EXPLANATION: | Entered on DLA Disposition Services-related documentation to indicate that the item(s) being transferred to a DLA Disposition Services Field Office are authorized to be transferred to a DLA Disposition Services Field Office based on instructions by the inventory control point (ICP)/ integrated materiel manager (IMM) relayed through the materiel returns program (MRP) or other proper authority. |
| RECORD POSITION(S): | 64. |

| CODE | EXPLANATION |
|---|---|
| M | Items on this transaction are ICP/IMM stocks and are being transferred to DLA Disposition Services by authority of the responsible ICP/IMM. |
| N | Items on this transaction are not reportable by virtue of exclusion to the MRP or other specific criteria; such as, extended dollar value or condition limitations on asset reporting, and are duly authorized to be transferred to DLA Disposition Services. |
| R | Items on this transaction have been reported to the ICP/IMM under MILSTRIP MRP procedures and are considered over the ICP/IMMs authorized retention levels. Use Service/Agency (S/A) retention levels and instructions to manage this materiel. |

# AP2.22. APPENDIX 2.22

## COOPERATIVE LOGISTICS PROGRAM SUPPORT CATEGORY CODES

| | |
|---|---|
| NUMBER OF CHARACTERS: | One. |
| TYPE OF CODE: | Numeric: |
| EXPLANATION: | Provides information as to whether or not supply support on a Cooperative Logistics Supply Support Arrangement (CLSSA) requisition or passing order (national stock number (NSN) only) ("V" in rp 35) should be made on a programmed or ***un-programmed*** basis. This code will be entered by the applicable International Logistics Control Office (ILCO). |
| ***DLMS LOCATION:*** | ***Industry Code (LQ01 Code 89)*** |
| ***LEGACY*** RECORD POSITION: | 72. |

| CODE | EXPLANATION |
|---|---|
| 1 | Lead time necessary for the support source to augment U.S. stocks to support the CLSSA has passed. Assets can be released on a programmed basis. |
| 2 | Lead time necessary for the supply source to augment U.S. stocks to support the CLSSA has not passed. Assets can be released on an ***un-programmed basis***.. |

# AP2.23. APPENDIX 2.23

## PRECIOUS METALS INDICATOR CODES

| | |
|---|---|
| NUMBER OF CHARACTERS: | One. |
| TYPE OF CODE: | Alpha/Numeric. |
| SOURCE: | DoD 4100.39-M, Vol 10, Table 160, "Federal Logistics Information System Prodedures Manual," October 2010[1] |
| EXPLANATION: | Identifies Defense materiel items that contain precious metals and the content value of the metal to will aid DLA Disposition Services Field Office's efforts to identify precious metal bearing items at the time such materiel is turned in. |
| RECORD POSITION: | 62. |

[1] Go to the DLA Information Service Website http://www.dlis.dla.mil/PDFs/Procedures/vol10.pdf for a listing of the codes. (Also, see Vol 12, Data Record Number 0802 http://www.dlis.dla.mil/PDFs/Procedures/vol12.pdf).

# AP2.24. APPENDIX 2.24

## AUTOMATED DATA PROCESSING IDENTIFICATION CODES

| | |
|---|---|
| NUMBER OF CHARACTERS: | One. |
| TYPE OF CODE: | Numeric. |
| SOURCE: | DoD 4100.39-M, Volume 10, Table 159, "Federal Logistics Information System Procedures Manual," October 2010[1] |
| EXPLANATION: | Identifies DoD automatic data processing equipment (ADPE)/ Automatic Data Processing (ADP) Components in the supply system and shall aid DLA Disposition Services Field Offices to identify these items at the time they are transferred to disposal. |
| RECORD POSITION: | 63. |

[1] Go to DLIS Website at http://www.dlis.dla.mil/PDFs/Procedures/vol10.pdf for a listing of the codes.

# AP2.25. APPENDIX 2.25

## CUSTOMER IDENTIFICATION

| | |
|---|---|
| NUMBER OF CHARACTERS: | Thirteen. |
| TYPE OF CODE: | Alpha/Numeric. |
| EXPLANATION: | Provides customer identification on automated submission of requisitions containing exception ship-to addresses via a system-generated code that cannot be overridden by the user. The first three-charters may identify the preparing system followed by a 10-character identification of the individual customer keyed to the customer login/account. The originating organization must be able to identify the specific individual by this code. When constructed by the Defense Automated Addresing System (DAAS), the customer identification will consist of the originator (the first position of the seven position communications routing identifier is dropped) plus the four-position serial number and the three-position date form the incoming message header. Originating systems are identified below. |
| RECORD POSITION(S): | 67- 69[1] |

| CODE | EXPLANITION |
|---|---|
| OTS | Navy One Touch |

[1]Applicable only to DLA-supported Document Identifier Code YRZ-formatted requisition trailers that provide exception ship-to information as identified by Type Transaction Code ST.

# AP2.26 APPENDIX 2.26

## DELIVERY PRIORITY/*SPECIAL PROCESSING* CODES

| | |
|---|---|
| NUMBER OF CHARACTERS: | One |
| TYPE OF CODE: | Alpha |
| EXPLANATION: | The delivery priority/***special processing*** code communicates special processing ***and/or*** priority requirements to the Distribution Standard System for DLA Distribution Center shipments under agreements with DOD Components. Delivery priority/***special processing*** codes carry no precedence in ICP asset allocation decisions. Asset allocation decisions are controlled by UMMIPS as defined in DoD 4140.01-M, DoD Supply Chain Materiel Management Procedures (February 10, 2014) and by DLM 4000.25-1, Military Standard Requisitioning and Issue Procedures (MILSTRIP). This data element is found in MILSTRIP legacy DIC A5_ and DLMS Implementation Conventions (ICs) 511M, 511R, 869A, 869F, 870S, 856S, 940R, 940S, and 945A.[1,2,3]<br>• Only Code X is valid in the 511M, 511R, 869A, 869F, 870S, 856S, 940S, and 945A DLMS ICs.<br>• All codes are valid in the DLMS IC 940R. |
| RECORD POSITION: | 73 |
| DLMS SEGMENT/QUALIFIER | LQ Segment, LQ01 Qualifiers R3 and KJ[4] |

| CODE | EXPLANATION |
|---|---|
| A | Immediate release (all users) |
| B | Bearer ***Walk-Through*** (Navy) |

---

[1] Refer to ADC 141, Revise DLMS Supplement (DLMS IC) 940R, Material Release, to Accommodate Delivery Priority Codes and National Geospatial-Intelligence Agency (NGA) Product Codes
[2] Refer to ADC 381, Procedures and Additional Data Content supporting Requisitions, Requisition Alerts, and Unit of Use Requirements under Navy BRAC SS&D/IMSP
[3] Refer to ADC 401, Procedures and Data Content for DLMS Warehouse Service Request (940S) and Warehouse Service Advice (943A) under Navy and Marine Corps BRAC
[4] A data maintenance action was approved in version 5030. The approved code/name is "DPC – Delivery Priority Code.

| CODE | EXPLANATION |
| --- | --- |
| ***C*** | ***Subscriptions (Mapping)*** |
| ***F*** | ***Allowance (Mapping)*** |
| ***G*** | ***Flight Information Publications and Products (FLIPS) (Mapping)*** |
| H | Hot (Navy) |
| ***J*** | ***Disposal Release Order (Mapping) (Process order as free flow bypassing work bench for cycle releases)*** |
| ***M*** | ***Ammunition Transship via Customer Interface Control System (CICS) (Air Force)*** |
| O | Overnight (Navy) |
| ***P*** | ***Digital Point Positioning Data Base (DPPB) (Mapping)*** |
| Q | Quick (Navy) |
| ***R*** | ***Sectional (Mapping)*** |
| S | Standard Base Supply System (SBSS) Prepositioned Transship (Air Force) |
| T | Next ***D***ay ***D***elivery ***(Air Force)*** (SBSS stock - ***R***elates to Air Force ***D***elivery ***P***riority 7) |
| U | Twelve (12) Hour ***D***elivery ***(Air Force)*** (***Mission Impaired Capability*** (MIC) ***S***tock ***R***eplenishment/***B***ench ***S***tock - ***R***elates to Air Force ***D***elivery ***P***riority 6) |
| V | Eight (8) ***H***our ***D***elivery (***Air Force***) (***P***roduction ***I***ssues - ***R***elate***s*** to Air Force ***D***elivery ***P***riority ***5***) |
| W | Four (4) Hour ***D***elivery (***Air Force***) (***M***aintenance ***L***ine - ***R***elates to Air Force ***D***elivery Priority ***4)*** |
| X | One (1) ***H***our ***D***elivery<br>(***Air Force) (Awaiting Parts*** (AWP)/***W***ork ***S***toppage - ***R***elates to Air Force ***D***elivery ***P***riority ***3***), or ***(Navy) (Navy Request to free flow BRAC Issues)*** |
| Y | Thirty (30) ***M***inute ***D***elivery (***Air Force***) (***Anticipated Mission Impaired Capability Awaiting Parts*** (MICAP) - ***R***elates to Air Force ***D***elivery ***P***riority ***2***) |
| Z | Thirty (30) ***M***inute ***D***elivery (***Air Force***) (MICAP - ***R***elates to Air Force ***D***elivery ***P***riority ***1***) |

# AP3. APPENDIX 3

## FORMATS INDEX



[1] Use of Document Identifier Code (DIC) AB_ changed from intra- to inter-Service for direct delivery from procurement last reported as not implemented by GSA. Refer to AMCL 155.

[2] Established procedures to reinstate canceled requisitions last reported as not implemented by USN. Refer to AMCL 150C.

[3]Procedures to control access to DOD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

[4] Ibid.

[5] Use of revised MOV temporary suspension procedures for selected activities last reported as not implemented by USMC. Refer to AMCL 37.

# AP3.1. APPENDIX 3.1

## FORMATS INTRODUCTION

AP3.1.1. General. The AP3 series of appendices prescribe the record position alignment and data entries for the DoD Issue Release/Receipt Document and such other transactions that are utilized in the complete processing of a requisition through the supply system, including materiel obligation validation (MOV) formats, regardless of the organizational structure of the system

AP3.1.2. Formats. MILSTRIP formats are described in AP3.2 through AP3.55.

AP3.1.3. Special Explanation/Instruction.

AP3.1.3.1 Expressing Ammunition and Ammunition Related Quantities Exceeding 99,999. For ammunition and ammunition related items Federal supply group (FSG) 13 and Federal supply Classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810, or 8140), quantities exceeding 99,999 may be expressed in thousands by placing an M in record position 29. Example: A quantity of 1,950,000 would be expressed as 1950M (1950 in record positions 25-28 and an M in record position 29. Quantities not evenly divisible by thousands shall require two transactions. The first transaction shall reflect the rounded thousands using the M modifier and the second transaction shall reflect the residual quantity. For example, for a quantity of 100,001, the first document shall reflect a quantity of 0100M and the second document shall reflect a quantity of 00001.

AP3.1.3.2. Exception Rule for Ammunition and Ammunition Related Items. Exception rules exist for ammunition and ammunition related items (FSG 13 and FSC 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140). By trading partner agreement and by coordination with DLA Transaction Services, an exception rule is available for communicating larger quantities in identified transactions. This rule is only applicable when the initiating system is DLMS compliant (and supports larger quantities) and the receiving system is using legacy MILSTRIP. Under this rule, when the quantity exceeds 99,999, the DLA Transaction Services transaction conversion from DLMS to legacy format shall transmit the initial quantity using the standard configuration using the qualifier M in rp 29 to represent thousands. The residual quantity from the DLMS transaction shall be transmitted separately using the original document number and original/blank suffix code. The legacy trading partner system shall be responsible for accumulating the quantities transmitted separately (rather than superseding or rejecting as duplicate transactions).[1]

[1] Refer to ADC 441 and ADC 441A, Exception Rules to Accommodate Communication of Ammunition/ Ammunition Related Quantities in Excess of Five Digits

# AP3.2. APPENDIX 3.2

# REQUISITION

| FIELD LEGEND | TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL) | | ENTRY AND INSTRUCTIONS |
|---|---|---|---|
| Send to | Block A[1] | Not Applicable | Enter the appropriate in-the-clear name and address corresponding to the RIC, if applicable. |
| Requisition Is From | Block B | Not Applicable | Enter the appropriate in-the-clear name and address of the requisitioner, if applicable. |
| Document Identifier Code | Block 1 | 1-3 | Enter DIC A0_ or AM_. |
| Routing Identifier Code | Block 2 | 4-6 | Enter RIC indicating the source of supply to which the document is being submitted. |
| Media and Status | Block 3 | 7 | Enter the M&S code. |
| Stock Number[2] | Blocks 4, 5, 6 | 8-22 | Enter the stock or part number of the item being requisitioned. For subsistence items, enter the type of pack in rp 21. |
| Unit of Issue | Block 7 | 23-24 | Enter the unit of issue. |
| Quantity | Block 8 | 25-29 | Enter the quantity requisitioned. For ammunition and ammunition related requisitions only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1,950,000 will be expressed as 1950M (1950 in rp 25-28 and an M in rp 29). |

[1] See the AP2 series of appendices for an explanation of the data fields.
[2] Requisitions to DLA Disposition Services (RIC S9D) cannot reflect an entry in rp 21-22

| FIELD LEGEND | TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) | RECORD POSITION(S) (MECHANICAL) | ENTRY AND INSTRUCTIONS |
|---|---|---|---|
| Document Number | Blocks 9-12 | 30-43 | Enter document number as assigned by the preparing activity. |
| Demand[3] | Block 13 | 44 | Enter the demand code; otherwise, leave blank. |
| Supplementary Address | Blocks 14-15 | 45-50 | When applicable, enter the coded SUPADD of the ship-to or bill-to activity; otherwise, leave blank. When coded data is not significant to the source of supply (other than an activity address code (AAC)), enter an alphabetic Y in rp 45. |
| Signal | Block 16 | 51 | Enter the signal code. |
| Fund | Block 17 | 52-53 | Enter the fund code as directed by the Component. |
| Distribution | Block 18 | 54 | When applicable, enter the distribution code of the activity to receive status information in addition to the requisitioner or the SUPADD. |
| | | 55-56 | Enter the code as directed by the Components. |
| Project | Block 19 | 57-59 | When applicable, enter the appropriate project code under Component instructions. |
| Priority | Block 20 | 60-61 | Enter priority designator. |
| Required Delivery Date/Required Delivery Period[4] | Block 21 | 62-64 | Enter data requirements from AP2.14, as applicable; otherwise, leave blank. |
| Advice | Block 22 | 65-66 | Enter advice code to convey instructions to the source of supply; otherwise, leave blank. |

---

[3] On an Intra-Army basis, a suffix code entry is authorized for identification of post-post partial issues of materiel by Army Single Stock Fund Activities. These requisitions will contain Army Edit Action Code IV in rp 74-75.

[4] Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

| FIELD LEGEND | TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL) | | ENTRY AND INSTRUCTIONS |
|---|---|---|---|
| Date of Receipt of Requisition[5,6,7] | Block 23 | 67-69 | Leave blank. |
| Blank | Block 23 | 70-80 | Leave blank on inter-Component requisitions forwarded to the DLA and Government Services Administration (GSA) sources of supply.<br>a. This field is optional for intra-Component use.[8, 9, 10, 11, 12, 13,14]<br>b. This field may be used for internal purposes on retained copies of requisitions. |

[5] Processing Points passing DIC AM_ transactions to another source of supply for continued processing will enter their RIC in rp 67-69.

[6] The DLA Distribution Mapping System (DDMS) will enter the DDMS RIC SD7 in A0_ transactions returned to Mapping Enterprise Business System (MEBS)(HM8) for processing. This will indicate to MEBS that this is not the initial processing of the requisition (requisition was previously reviewed and forwarded to DDMS, which was unable to fulfill).

[7] On Intra-Army basis a RIC entry is authorized for identification of the storage site related to post-post issues of materiel by Army Single Stock Fund Activities. These post-post requisitions will contain Army Edit Action Code IV in rp 74-75.

[8] On Intra-Army requisitions rp 70 will contain the ownership/purpose code and rp 71 will contain the supply condition code of the material post-post issued by Army Single Stock Fund Activities. These post-post requisitions will contain Army Edit Action Code IV in rp 74-75.

[9] On Intra-Army basis both post-post and image Single Stock Fund Activity requisitions may contain a management code in rp 72 to facilitate processing.

[10] On Intra-Army basis requisitions may contain an Army Edit Action Code in rp 74-75 to indicate the actions required by the receiving system in order to process transactions and direct authorized follow-on actions. This code is meaningful to the Army only and is used on both post-post and image requisitions.

[11] On Intra-Army basis requisitions may contain the date generated in rp 77-80. This date is required to accurately process transactions relative to image, post-post and working requisitions submitted by Army Single Stock Fund activities.

[12] For intra-Air Force lateral requisitions, the source of supply identified in rp 4-6 is another Air Force base, the RIC of the requisitioner is identified in rp 73-75, and the RIC of the DoD source of supply is identified in rp 78-80. Refer to ADC 266.

[13] For intra-Air Force requisition modification, the unit price may be identified in rp 71-80. Refer to ADC 263.

[14] For intra-Navy organic maintenance requisitions (citing Project Code Z5X), used to identify the storage activity from which the requisitioned item is requested in rp 74-76.

| FIELD LEGEND | TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| ***Supply Condition Code (SCC)*** | ***(71)*** | ***c. When requisitioning specific reparables for induction under Depot Maintenance Inter-Service Agreement (DMISA) or comparable inter-Service agreement, cite the SCC applicable to the reparable item requested. Authorized SCCs include D, F, G, and Q. Requisitions for induction of a Product Quality Deficiency Report (PQDR) exhibit for warrantied maintenance will cite SCC Q.[15]*** |

GOVERNMENT-FURNISHED MATERIEL REQUISITION ENTRIES.[16]

| | | |
|---|---|---|
| Manufacturer's Directive Number | 54-56 | If required by the Component contracts, enter the MDN. |
| Call/Order Number | 69-72 | If required by the Component contracts, enter the appropriate contract legacy four-position call/order number associated with the PIIN; otherwise leave blank. |
| Procurement Instrument Identifier (PIID) | 73-80 | Enter the last eight positions of the PIID. This entry is mandatory.[17, 18] When materiel is authorized under a PIID call/order number (F in 9th position), provide the last eight positions. |

***[15] Refer to ADC 1176***.

[16] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

[17] Abbreviated contract number is mandatory, regardless of inclusion of the MDN. Refer to ADC 1014.

[18] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161***A***.

| FIELD LEGEND | TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL) | ENTRY AND INSTRUCTIONS |
|---|---|---|

MANAGEMENT CONTROL ACTIVITY ENTRIES: Entries Required for Requisitions for Government-Furnished Materiel.[19]

| FIELD LEGEND | TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Routing Identifier Code | 4-6 | Enter the RIC of the source of supply. |
| Distribution | 54-56 | Enter the distribution code of the Management Control Activity (MCA) validating the transaction or the MDN consisting of the MCA's distribution code in rp 54 and two other alpha/numeric characters in rp 55-56. |
| Routing Identifier Code | 74-76 | If required by the Component, enter the RIC of the validating MCA in rp 74-76. |

DLA DISPOSITION SERVICES ENTRIES: Entries Required When Requisitioning a Specific Item From Disposal.[20]

| FIELD LEGEND | TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Disposal Turn-in Document Number | 67-80 | This entry is optional on DIC A01/A0A/A05/A0E requisitions and is mandatory on DIC A04/A0D requisitions. If applicable, the DTID suffix will be entered in rp 21. |

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[19] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A

[20] Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

| FIELD LEGEND | TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL) | ENTRY AND INSTRUCTIONS |
|---|---|---|

DLA DISPOSITION SERVICES ENTRIES: Entries Required on Requisitions to Disposal When a Specific Item is Not Required.[21]

| | | |
|---|---|---|
| Blank | 70 | Leave blank. |
| Condition Code | 71 | Enter lowest acceptable supply condition code under Component criteria furnished to DLA Disposition Services. See Chapter C2, Paragraph C2.21., for requirement. |
| Blank | 72-80 | Leave blank. |

[21] Ibid.

# AP3.3. APPENDIX 3.3

## SECURITY ASSISTANCE PROGRAM REQUISITION

| FIELD LEGEND | TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) | RECORD POSITION(S) (MECHANICAL) | ENTRY AND INSTRUCTIONS |
|---|---|---|---|
| Send To[1] | A | Not Applicable | Enter the appropriate in-the-clear name and address of the activity designated to receive the requisition. |
| Requisition Is From | B | Not Applicable | Enter the in-the-clear name and address of the requisitioner. |
| Document Identifier Code | | 1-3 | Enter DIC A0_ or AM_. |
| Routing Identifier Code | | 4-6 | Enter RIC indicating the source to which the document is submitted. |
| Media and Status | | 7 | Enter M&S code. |
| Stock Number | | 8-22 | Enter the stock or part number of the item requisitioned. |
| Unit of Issue | | 23-24 | Enter the U/I. |

[1]See the “AP2” series of appendices for the explanation of data fields.

| FIELD LEGEND | TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Quantity | 25-29 | a. Enter quantity requisitioned.<br>b. When quantity restriction applies; for example, total requirements for an item will result in more than 25 shipment units for specified items, see Chapter 6, Section C6.***4***.4.<br>c. For ammunition and ammunition related requisitions only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an "M" in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1,950,000 will be expressed as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Enter the document number as assigned by the preparing activity. |
| Service***/Agency Code*** | 30 ***(First Position)*** | Enter the alphabetic code of the ***SC*** implementing agency designated as the recipient of the Security Assistance order. |

| FIELD LEGEND | TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Security Cooperation Customer Code | 31-32 (Second ***and Third*** Position) | Enter the appropriate SC Customer Code (recipient country/organization for the Security Assistance materiel). |
| Mark-For ***(In-Country Code)*** | 33 (***Fourth*** Position) | a. For Grant Aid, enter the one-digit alpha or numeric code to indicate the country recipient and place of discharge within the country.<br>b. For foreign military sales (FMS), enter the one-digit alpha/numeric code that identifies the countries' selected mark-for addresses, that will be part of shipment container markings selected mark-for addresses, that will be part of shipment container markings. When rp 46-47 contains code XX, the address identified by the code in rp 33 will be the ship-to address. When a code is not applicable, a numeric zero (0) will be entered.<br>c. An XW entry in rp 46-47 indicates instances where the materiel is to be delivered to an assembly point or staging area. In such instances, in-the-clear shipping instructions will be contained in the remarks portion of the requisitions and related materiel release orders (MRO). |

| FIELD LEGEND | TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Foreign Military Sales Delivery Term | 34 (***Fifth*** Position) | a For FMS requisitions, enter the numeric code to identify delivery term for type of shipment.<br>b The above entry is not applicable to Grant Aid requisitions. For Grant Aid requisitions, always enter a 0 (zero). |
| Security Assistance Program Type of Assistance/ Financing | 35 (***Sixth*** Position) | Enter the one-digit alpha or numeric code to identify the type of assistance. |
| Date | 36-39 | Enter the year and three-position day of year. |
| Serial Number | 40-43 | Enter the serial number of the requisition. The number is assigned at the discretion of the requisition initiator and will not be duplicated on any one day. |
| Demand | 44 | Enter the demand code, as applicable. |
| Supplementary Address | 45-50 | Contains entries indicated below: |

| FIELD LEGEND | TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| ***Security Assistance Program Customer Service Designator*** ***(***In-Country Service***)*** | 45 ***(First Position)*** | a. For FMS, this code***,*** must be the Service***/Agency*** Code B, D, K, P, or T since these are the only codes with addresses published in the Military Assistance Program Address Directory (MAPAD).<br>b. For Grant Aid, enter an alpha Y to indicate that the contents in Block 15 or rp 46-50 are not meaningful to the system, but are to be perpetuated in the ensuing documentation. |
| Address | 46-47 (Second ***and Third*** Position) | a. For FMS, enter the appropriate type of FMS ***offer release*** options in rp 46 and FF in rp 47 designated by the recipient country (see the MAPAD). When the shipments are to be made under U.S. sponsored transportation, alpha XX will be entered. An XW entry in rp 46-47 indicates the materiel is to be delivered to an assembly point or staging area In such instances, in-the-clear shipping instructions will be contained in the remarks portion of the requisitions and related MROs. |
| | 48-50 (Fourth, Fifth ***and Sixth*** Position) | b. For FMS, enter the applicable three-position case number assigned to the FMS transaction. |

| FIELD LEGEND | TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) RECORD POSITION(S) (MECHANICAL) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| | 46-50 | c. For Grant Aid in the first position or rp 46, enter the last numeric digit of the SAP year, for example, 1999 is expressed as 9, 2000 as 0, etc.). The remaining four positions of Block 15 or rp 47-50 will indicate the program line item (alpha, numeric, or alpha/numeric). |
| Signal | 51 | Enter the signal code. |
| Fund | 51-53 | Enter the fund code as directed by the Service. |
| Distribution | 54-56 | Enter the distribution code of the activity to receive status as directed by the Service. |
| Project | 57-59 | When applicable, enter the appropriate project code under Service instructions. |
| Priority | 60-61 | Enter the priority designator. |
| Required Delivery Date | 62-64 | This field will normally be left blank. (The ordinal day or Required Availability Date (RAD) entry will be made when conditions meet the established criteria.) |
| Advice | 65-66 | Enter the advice code to convey instructions to the supply source. When entry is not required, leave blank. |
| Date of Receipt of Requisition[2] | 67-69 | Leave blank on submission. Processing points will enter date of receipt. |

[2] Processing points passing DIC AM_ modifiers to another supply source for continued processing will enter their RIC in rp 67-69.

| FIELD LEGEND | TYPE REQUISITION BLOCK NUMBER(S) (MANUAL) | RECORD POSITION(S) (MECHANICAL) | ENTRY AND INSTRUCTIONS |
|---|---|---|---|
| Blank | | 70-80<br><br>(FMS 70-71, 73-80) | Leave blank on inter-Service requisitions forwarded to the DLA and Government Services Administration (GSA) supply sources.<br>a. This field is optional for intra-Service/Agency (S/A) use.<br>b. This field may be used for internal purposes on retained copies of requisitions. |
| Cooperative Logistics Program Support Category | | 72 | FMS only. The applicable International Logistics Control Office (ILCO) will enter the appropriate Cooperative Logistics Program Support Code (CLPSC) if rp 35 contains a V on Cooperative Logistics Supply Support Arrangement (CLSSA) requisitions or passing orders. If blank, or incorrect, reject with Status Code CT.[3] |
| Remarks Field of Requisition | L-V | | This field will be used to convey required additional information not provided for in the requisition format. |

[3] Requirement to expand the CLPSC to differentiate a Foreign Military Sales Order (FMSO) I requisition from a FMSO II requisition was not implemented. Refer to AMCLs 7 and 22.

# AP3.4. APPENDIX 3.4

# NON-NATIONAL STOCK NUMBER REQUISITION (MECHANICAL)

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC A02 or A0B. |
| (rp 4-7 entries are the same as AP3.2) | | |
| Manufacturer's Code and Part No.[1] | 8-22 | Enter the contractor and Government entity (CAGE) from the DoD and Part No. Cataloging Handbook H4-1 and the part number assigned to the item by the manager. |
| (rp 23-43 entries are the same as AP3.2) | | |
| Demand | 44 | Enter appropriate demand code from AP2.8. |
| (rp 45-69 entries are the same as AP3.2) | | |
| Identification | 70[2] | Enter the applicable code to designate the entry in rp 71-80 (if not applicable, leave blank):<br>A – Technical Order (TO) or Technical Manual (TM)<br>B – End Item Identification<br>C – Noun Description of Item<br>D – Drawing or Specification No. |

[1] If the CAGE and part number cannot be entered in rp 8-22, use DD Form 1348-6 (AP1.6) to requisition the part number or non-NSN items.

[2] Air Force part-numbered requisitions use rp 67-80 (without the identification code in rp 70. to provide descriptive information. This may not be recognizable on an inter-Service basis. Refer to ADC 264.

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Reference Identification | 71-80 | Enter the identification of the reference specified in rp 70. |

GOVERNMENT-FURNISHED MATERIEL REQUISITION ENTRIES:[3]

(rp 23-67 entries are the same as AP3.2)

| | | |
|---|---|---|
| Part Number Designation | 68 | Enter an E in the GFM requisition when a part number is requisitioned. |
| Call/Order Number | 69-72 | If required by an Service/Agency (S/A) contract, enter the appropriate contract ***legacy four-position*** call/order number ***associated with the PIIN; otherwise leave blank***. |
| ***Procurement Instrument Identifier (PIID)*** | 73-80 | At the option of the S/A, enter last eight positions of the ***PIID*** in lieu of the Manufacturing Directive Number (MDN) in rp 54-56. This entry is mandatory.[4, 5] ***When materiel is authorized under a PIID call/order number (F in 9th position), provide the last eight positions.*** |

MANAGEMENT CONTROL ACTIVITY ENTRIES: Entries Required for Requisitions for Government-Furnished Materiel.

| | | |
|---|---|---|
| Routing Identifier Code | 4-6 | Enter the RIC of the source of supply. |
| Distribution | 54-56 | Enter the distribution code of the Management Control Activity (MCA) validating the transaction or the MDN consisting of the MCA's distribution code in rp 54 and two other alpha/numeric characters in rp 55-56. |
| Routing Identifier Code | 74-76 | If required by the S/A, enter the RIC of the validating MCA in rp 74-76. |

[3] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by Army vice USA (Retail). Refer to AMCL 1A.
[4] Abbreviated contract number is mandatory, regardless of inclusion of the MDN. Refer to ADC 1014.
***[5] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.***

# AP3.5. APPENDIX 3.5

## REQUISITION FOLLOW-UP

AP3.5.1. The following entries will apply when no positive supply status has been received from the supply source:

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AT_. |
| All Other Fields[1, 2] | 4-80 | Duplicate entries from the original requisition. |

AP3.5.2. The following entries will apply when positive supply status has been received from a supply source:

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AT_ or AF_. |
| Routing Identifier Code | 4-6 | Enter RIC identifying the last known source of supply[3] indicated in the supply status in rp 67-69. |
| All Other Fields | 7-80 | Duplicate entries from the last status received. |

AP3.5.3. The following entries apply when a shipment status transaction is received but it does not contain adequate information for shipment tracing under DTR 4500.9-R, “Defense Transportation Regulation[4]:

[1] On Intra-Army basis AT_ transactions may contain an Army Edit Action Code in rps 74-75 to indicate the actions required by the receiving system in order to process transactions and direct authorized follow-on actions. This code is meaningful to the Army only.

[2] On Intra-Army basis AT_ transactions may contain the date generated in rp 77-80. This date is required to accurately process transactions submitted by Army Single Stock Fund activities.

[3] Processing points passing DIC AF_ or DIC AT_ transactions to another source of supply for continued processing will enter their RIC in rp 67-69.

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AFY. |
| Routing Identifier Code | 4-6 | Enter the RIC identifying the last known supply source (rp 4-6 of the shipment status transaction). |
| All Other Fields | 7-80 | Duplicate the entries from the last shipment status received. |

[4] Procedures requesting and/or providing the Department of Defense Activity Address Code (DoDAAC) of the initial shipping activity last reported as not implemented by Government Services Administration (GSA). Refer to AMCL 5.

# AP3.6. APPENDIX 3.6

## DISPOSAL SHIPMENT CONFIRMATION FOLLOW-UP

AP3.6.1. The following entries shall apply when shipment status has been received from a shipping activity by DLA Disposition Services on shipments to DLA Disposition Services Field Offices:

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AFX for initial followup. Enter DIC AFZ when response to initial followup has not been received. |
| Routing Identifier Code | 4-6 | See Paragraph AP3.6.3. instructions. |
| All Other Fields | 7-61 | Duplicate entries from the DIC AS3 shipment status. |
| Blank | 62-64 | Leave blank. |
| Advice | 65-66 | Enter the advice code from AP2.15 indicating the reason for followup. |
| Research Guidance | 67-74 | Identify as “CRITICAL” or leave blank, as appropriate. |
| All Other Fields | 75-80 | Leave blank. |

AP3.6.2. The following entries shall apply when shipment status has not been received from a shipping activity by DLA Disposition Services on shipments to DLA Disposition Services Field Offices:

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AFX for initial followup. Enter DIC AFZ when response to initial followup has not been received. |
| Routing Identifier Code | 4-6 | See Paragraph AP3.6.3. instructions. |
| Media and Status | 7 | Leave blank. |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Stock Number | 8-22 | Enter stock number/data as shown in the DLA Disposition Services Field Office receipt of usable property document. |
| Unit of Issue | 23-24 | Enter unit of issue as shown in the DLA Disposition Services Field Office receipt of usable property document. |
| Quantity | 25-29 | Enter quantity as shown in the DLA Disposition Services Field Office receipt of usable property document. |
| Document Number | 30-43 | Enter document number as shown in the DLA Disposition Services Field Office receipt of usable property document. |
| Suffix | 44 | Enter suffix code as shown in the DLA Disposition Services Field Office receipt of usable property document or leave blank when none is entered by DLA Disposition Services Field Office. |
| Supplementary Address | 45-50 | Enter DoDAAC of receiving DLA Disposition Services Field Office. |
| Signal | 51 | Leave blank. |
| Fund | 52-53 | Leave blank. |
| Distribution | 54 | Enter 9. |
| All Other Fields | 55-64 | Leave blank. |
| Advice | 65-66 | Enter advice code from AP2.15 indicating the reason for the followup. |
| Research Guidance | 67-74 | Identify as “CRITICAL” or leave blank, as appropriate. |
| All Other Fields | 75-80 | Leave blank. |

AP3.6.3. DIC AFX/AFZ Routing Instructions:

AP3.6.3.1. DLA Disposition Services shall generate DIC AFX/AFZs with rp 4-6 always blank.

AP3.6.3.2. Defense Automatic Addressing System (DAAS) shall route DIC AFX/AFZs to rp 4-6 or to rp 30-35 if rp 4-6 are blank.

AP3.6.3.3. Inventory Control Points (ICP)/Integrated Material Managers (IMM) receiving DIC AFX/AFZs (based on the entry in rp 30-35) shall:

AP3.6.3.3.1. Enter the shipping activity RIC in rp 4-6 of the DIC AFX/AFZ and route them to the shipping activity via DAAS for the shipping activity to answer directly to DLA Disposition Services using DIC ASZ; or

AP3.6.3.3.2. Perform research with the shipping activity in order to provide either an ICP/IMM or storage activity DIC ASZ answer to DLA Disposition Services.

# AP3.7. APPENDIX 3.7

## REQUISITION CANCELLATION

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AC_ or AK_. |
| Routing Identifier Code | 4-6 | Enter RIC for the last known source of supply[1]. |
| Media and Status | 7 | Enter the M&S code as shown in the original requisition. |
| Stock or Part Number | 8-22 | Enter the NSN or part number as shown in the requisition or in supply status, when such status has been received. |
| Unit of Issue | 23-24 | Enter the U/I as shown in the requisition or status. |
| Quantity | 25-29 | Enter the quantity for which cancellation is requested. For ammunition and ammunition related item cancellations only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1,950,000 shall be expressed as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Enter document number of the requisition for which cancellation is requested. |
| Suffix | 44 | Enter the suffixcode as shown on the supply status, when applicable. Otherwise, enter demand code from the requisition. |

[1] Processing points passing DIC AC_ or DIC AK_ transactions to another supply source for continued processing will enter their RIC in rp 67-69.

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| All Other Fields[2] | 45-61 | Enter data from the requisition or supply status. |
| Date of Preparation | 62-64 | Enter the ordinal day of preparation. |
| All Other Fields | 65-80 | Enter data from the requisition or supply status.[3] |

[2] On Intra-Army basis cancellations may contain an Army Edit Action Code in rp 74-75 to indicate the actions required by the receiving system in order to process transactions and direct authorized follow-on actions. This code is meaningful to the Army only.

[3] For intra-Air Force requisition cancellation/follow-up, the reason for cancellation (Excess Cause Code) maybe identified in rp 71. Refer to ADC 265.

# AP3.8. APPENDIX 3.8

## SOURCE OF SUPPLY CANCELLATION REQUEST OR REPLY TO SOURCE OF SUPPLY CANCELLATION REQUEST (ISSUES FROM STOCK)

| FIELD LEGEND | RECORDS POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AC6/AC7. Also used by storage activity in reply to cancellation request from the ICP (DIC AG6). |
| Routing Identifier Code | 4-6 | Enter RIC applicable to the activity to which the DIC AC6/7 is directed. When the DIC is AG6, enter the RIC of the source of supply that created the DIC AC6/7. |
| Media and Status | 7 | Enter the M&S code as shown in the materiel relese order (MRO) or lateral redistribution order (LRO). |
| Stock or Part Number | 8-22 | Enter NSN or part number from original requisition. |
| Unit of Issue | 23-24 | Enter U/I from original requisition. |
| Quantity | 25-29 | Enter quantity for which cancellation is requested. For ammunition and ammunition related cancellations only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1,950,000 shall be expressed as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Enter document number of the MRO or LRO for which cancellation action is requested. |

| FIELD LEGEND | RECORDS POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Suffix | 44 | Enter suffix code shown in the MRO or LRO; otherwise, leave blank. (For DIC AG6, enter the suffix code from the DIC AC6/AC7.) |
| New Consignee DoDAAC | 45-50 | Enter Department of Defense activity address code (DoDAAC) to reflect the new consignee to which shipments are to be diverted; otherwise, leave blank. |
| Signal | 51 | Enter signal code as shown in the MRO or LRO. |
| Fund | 52-53 | Enter fund code as shown in the MRO or LRO. |
| Distribution | 54-56 | When used to cancel an LRO, enter 2 for consumables or 3 for reparables in rp 54. Otherwise, enter data as shown in the MRO. |
| Project | 57-59 | Enter the project code as shown on the MRO or LRO or from the 1348-1A (or 1348-2). |
| Priority | 60-61 | Enter the priority designator as shown on the MRO or LRO or from the DD Form 1348-1A (or DD Form 1348-2). |
| Required Delivery | 62-64 | Enter data as shown on the MRO or LRO or from the DD Form 1348-1A (or DD Form 1348-2). |
| Advice | 65-66 | Enter the advice code as shown on the MRO or LRO or from the DD Form 1348-1A (or DD Form 1348-2). |
| Routing Identifier Code | 67-69 | Enter the RIC to identify the activity preparing the document. |
| Blank | 70-80 | Leave blank. |

# AP3.9. APPENDIX 3.9

## SOURCE OF SUPPLY CANCELLATION (DIRECT DELIVERY FROM PROCUREMENT)

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC ACP or ACM. |
| Routing Identifier Code | 4-6 | Enter RIC of the activity to which the transaction is to be transmitted. |
| Media and Status | 7 | Enter the M&S code as shown in the original requisition. |
| Stock or Part Number | 8-22 | Enter the NSN or part number from original requisition, as applicable. |
| Unit of Issue | 23-24 | Enter U/I from original requisition, as applicable. |
| Quantity | 25-29 | a. Enter the quantity for which cancellation is requested.<br>b. For ammunition and ammunition related cancellations only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Enter the requisition document number as in the procurement request. |
| Suffix | 44 | Enter the suffix code as shown in the procurement request; otherwise, leave blank. |
| New Consignee DoDAAC | 45-50 | Enter the DoDAAC to reflect the new consignee to which shipments are to be diverted; otherwise, leave blank. |
| Multiple Use | 51-69 | |
| Procurement Request Number | (51-64) | Enter PRN, when applicable. |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Blank | (65-69) | When procurement request number (PRN) is applicable, leave blank. |
| OR | | |
| ***Procurement Instrument Identifier (PIID)*** | (51-63) | Enter ***PIID.***[1] ***Enter the PIID call/order number (F in 9th position) if applicable.*** |
| Contract Line Item Number | (64-67) | Enter CLIN. |
| Contract Subline Item Number | (68-69) | Enter contract subline item number, if applicable. |
| Project | 70-72 | Enter the project code from original requisition. |
| Priority | 73-74 | Enter priority from original requisition. |
| Blank | 75-77 | Leave blank. |
| Routing Identifier Code | 78-80 | Enter the RIC to identify the activity preparing transaction. |

[1] ***Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.***

# AP3.10. APPENDIX 3.10

## SUPPLY STATUS (ISSUES FROM STOCK)

| FIELD LEGEND | RECORD POSITION(S | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code[1] | 1-3 | Enter DIC AE_. |
| Routing Identifier Code | 4-6 | Enter RIC of the source of supply furnishing the supply status (RIC From). If used as a DIC AE6 transaction, enter the RIC of the source of supply to which the transaction will be sent (RIC To).[2] |
| Media and Status | 7 | Enter the M&S code as shown in the original requisition. |
| Stock or Part Number | 8-22 | Enter NSN or part number. |
| Unit of Issue | 23-24 | Enter U/I. |
| Quantity[3] | 25-29 | a. Enter quantity for which status is provided.<br>b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply slassification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1,950,000 will be expressed as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Enter document number as shown in the requisition. |

[1] Intra-Service ammunition and ammunition related orders following the ammunition storage site selection utilize the storage depot being transacted against instead of the Inventory Control Point when providing supply and shipment status in order to maintain traceability of ammunition and ammunition related items shipped. Refer to ADC 441/441A, Clarification of Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits.
[2] When used by the material processing center (MPC) to notify the Navy customer that materiel has arrived (NL Status)***,*** been delivered (NW or Navy-unique BA Status), ***or transshipped (NY Status),*** rp 4-6 ***will*** identify the MPC ***that originated the transaction***.
[3] See Appendix AP3.1 - Formats Introduction, Paragraph AP3.1.3.

| FIELD LEGEND | RECORD POSITION(S | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Suffix | 44 | a. Enter the suffix code applicable to quantity in rp 25-29 when the requisitioned quantity is divided into separate supply actions.<br>b. When the requisition quantity is not divided, leave this field blank. |
| Supplementary Address | 45-50 | Enter data from original requisition. |
| Signal/Shipment Hold Code | 51 | Enter data from original requisition.[4] |
| Fund | 52-53 | Enter fund code from original requisition. |
| Distribution | 54-56 | When used as an AE6 to provide status on the processing on an lateral redistribution order (LRO), enter 2 for consumables or 3 for reparables in rp 54. Otherwise, enter data as shown in the requisition.[5] |
| Project | 57-59 | Enter project code from original requisition. |
| Priority | 60-61 | Enter data from the original requisition. |
| Transaction Date | 62-64 | Enter the day that corresponds with the date of this reply. |
| Status | 65-66 | Enter the status code to convey the information regarding the status of this transaction. |
| Routing Identifier Code | 67-69 | Enter the "last known source" to which authorized follow-up action will be directed. If used as a DIC AE6 transaction, the RIC will be the activity preparing the document.[6] |
| Estimated Shipping Date | 70-73 | When designated by the status code, enter the four-position ordinal day by which it is estimated the materiel will be shipped.[7,8] |

[4] If the Distribution Code in rp 5556 = 111 and the Status Code (rp 65-66) is blank, rp 51 contains the hold code; if a status code is present, then rp 51 is the signal code.

[5] When used by transportation and supply receipt and acknowledgement interchange, insert Distribution Code = 111.

[6] When used by the MPC to notify the Navy customer that materiel has arrived (NL Status) or been delivered (NW or Navy-unique BA Status), rp 67-69 ***will*** repeat the identification of the MPC ***that originated the transaction in rp 4-6. When used for transshipment notification (NY Status), rp 67-69 will identify the MCP to which materiel is transshipped.***

[7] When used by the MPC, this will be the date associated with the materiel arrival (NL Status) or delivery (NW or Navy-unique BA Status)***, or transshipment (NY Status)***.

[8] When used with PW Status, this will be Engineering Support Activity Response Due Date indicating the date established by the IMM/ICP waiting for a response from the Engineering Support Activity. A revised date may

| FIELD LEGEND | RECORD POSITION(S | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Multiple Use[9,10] | 74-80 | |
| Unit Price | 74-80 | Enter unit price of the stock or part number shown in rp 8-22. When the status code in rp 65-66 relates to an erroneously routed requisition, this field will be left blank. |
| OR | | |
| Blank | (74-75) | Leave blank. |
| Minimum Order Quantity | (76-80) | For C8 Status, enter the minimum order quantity. |
| OR | | |
| Blank | (74-75) | Leave blank. |
| Federal Supply Schedule Number[11] | (76-80) | For DA Status, enter Federal supply schedule number constructed as follows: rp 76-77 Group (numeric) rp 78-79 Part (numeric) rp 80 Section (alphabetic). |

For DIC AE6 Transactions with Status Code BY

| | | |
|---|---|---|
| | 70-71 | Leave blank. |
| Management Code | 72 | If status code (rp 65-66) is BY (previously denied material release order (MRO)), enter appropriate denial management code. |
| | 73 | Leave blank. |
| Unit Price[12] | 74-80 | Enter unit price of the stock or part number shown in rp 8-22. |

be provided in a second transmission of Supply Status PW if additional time is required to coordinate with the ESA. Refer to ADC 1049.

9 When used by the storage activity in response to a query by the ICP (DIC AE6), this data may be omitted at Component option.

10 DIC AE9 transactions generated by Defense Automatic Addressing System (DAAS) shall always be blank in rp 74-80.

11 Requirement to use DA requisition rejection status to indicate the supply source is direct ordering from the Federal Supply Schedule last reported as not implemented by United States Air Force (USAF). Refer to AMCL 132B.

12 When used by storage in response to a query by the ICP (DIC AE6), this data may be omitted at Component option.

| FIELD LEGEND | RECORD POSITION(S | ENTRY AND INSTRUCTIONS |
|---|---|---|

For DIC AE_ Transactions with Status Code CE

| | | |
|---|---|---|
| | 79-80 | For transactions containing rejection Status Code CE in rp 65-66, source of supply will enter the correct unit of issue in rp 79-80[13]. |

For DIC AE_ Transactions with Status Code BD (Army only)

| | | |
|---|---|---|
| Management Code | 72 | Cite Management Code R with Status Code BD (rp 65-66) when communicating to the customer that a storage site denial has occurred against an MRO. The status transaction will be for the denied quantity and suffix.[14] |

For DIC AE6 Transactions with Distribution Code 2 and Status Code CB (Army/DLA Interface Only)

| | | |
|---|---|---|
| Management Code | 72 | If Status Code (rp 65-66) is CB, enter Management Code S, indicating LRO under Total Asset Visibility (TAV) procedures was denied because it matched an existing suffix for the document number. |

[13] Requirement to provide correct unit of issue when original unit of issue on the requisition could not be converted last reported as not implemented by United States Navy (USN). Refer to AMCL 162.
[14] Authorized for use on an intra-Army basis (ADC 191), and subsequently expanded for inter-Service/Agency use (ADC 312). Implementation outside Army applications is pending.

# AP3.11. APPENDIX 3.11

## DIRECT DELIVERY NOTICE[1]

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AB_. |
| Routing Identifier Code | 4-6 | Enter the RIC of the source of supply furnishing the status. |
| Media and Status | 7 | Enter the M&S code as shown in the original requisition. |
| Stock or Part Number | 8-22 | Enter stock or part number to which the status applies. |
| Unit of Issue | 23-24 | Enter U/I. |
| Quantity | 25-29 | a. Enter quantity for which the status is provided<br>b. For status on ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands and quantity exceeding 99,999. Example: A quantity of 1,950,000 shall be expressed as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Enter the document number as shown in the requisition. |
| Suffix | 44 | Enter the suffix code applicable to the quantity in rp 25-29 when the requisitioned quantity is divided into separate supply actions; otherwise, leave blank. |
| Supplementary Address | 45-50 | Enter SUPADD from the original requisition or modified transaction. |
| Signal | 51 | Enter signal code from the original requisition or modified transaction. |

[1] Use of DIC Code AB_ changed from intra- to inter-Service for direct delivery from procurement last reported as not implemented by Government Services Administration (GSA). Refer to AMCL 155.

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Fund | 52-53 | Enter fund code from the original requisition or modified transaction. |
| Distribution | 54-56 | Enter distribution code from the original requisition or modified transaction. |
| Project | 57-59 | Enter project code from the original requisition or modified transaction. |
| Procurement Instrument ***Identifier (PIID)*** | 60-72 | Enter the ***PIID***.[2] ***Enter the PIID call/order number (F in 9th position) if applicable.*** |
| Call/Order Number | 73-76 | Enter the legacy ***four-position*** call/order number ***associated with the PIIN***, if applicable; otherwise**;** leave blank. |
| Estimated Shipping Date | 77-80 | Enter the four-position ordinal date. |

[2] ***Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.***

# AP3.12. APPENDIX 3.12

## MATERIEL RELEASE ORDER/ FOLLOW-UP FOR MATERIEL RELEASE ORDER/LATERAL REDISTRIBUTION ORDER

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC A5_/AF6. |
| Routing Identifier Code | 4-6 | Enter the RIC indicating the source to which the material release order (MRO)/followup is directed. |
| Media and Status | 7 | Enter the M&S code as shown in the original requisition. |
| Stock or Part Number | 8-22 | Enter NSN or part number of the item ordered for release. For subsistence items, enter type of pack in rp 21. |
| Unit of Issue | 23-24 | Enter U/I. |
| Quantity[1] | 25-29 | a. Enter quantity for which MRO/followup is provided.<br>b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Enter document number as shown in the requisition. |
| Suffix | 44 | a. Enter the suffix code applicable to quantity in rp 25-29 when the requisitioned quantity is divided into separate actions.<br>b. When the requisitioned quantity is not divided, this field shall be left blank. |

[1] See Appendix AP3.1 - Formats Introduction, Paragraph AP3.1.3.

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Supplementary Address | 45-50 | Enter data from original requisition. |
| Signal | 51 | Enter data from original requisition. |
| Fund | 52-53 | Enter data from original requisition. |
| Distribution | 54-56 | When used as a followup to an laterial redistribution order (LRO) of retail assets, enter “2" for consumables or “3" for reparables in rp 54; otherwise, enter data as shown in the material release order (MRO). |
| Project | 57-59 | Enter data from original requisition. |
| Priority | 60-61 | Enter data from original requisition. |
| Required Delivery Date/Required Delivery Period[2] | 62-64 | Enter data from original requisition. |
| Advice | 65-66 | Enter data from original requisition. |
| Routing Identifier Code | 67-69 | Enter RIC applicable to the activity originating the MRO/followup. When the MRO format is used as a followup, enter the inventory control point ( ICP) RIC if shipment status in reply is to be furnished to the supply source. |
| Ownership | 70 | Enter ownership code, as applicable. |
| Supply Condition | 71 | Enter appropriate condition code. |
| Management | 72 | Enter management code applicable to the transaction. |
| Intra-Service/Agency | 73 | For use under intra-Service/Agency (S/A) procedures. Leave blank for inter-S/A transactions. |
| Unit Price | 74-80 | Enter unit price applicable to the NSN or part number shown in rp 8-22. |

[2]Use of RDP for conventional ammunition last reported as not implemented by united States Air Force (USAF). Refer to AMCL 148.

# AP3.13. APPENDIX 3.13

## DISPOSAL RELEASE ORDER, FOLLOW-UP, OR CANCELLATION

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC A5J for disposal release order (DRO), DIC AFJ for ICP follow-up on a DRO, DIC ACJ for inventory control point (ICP) cancellation of a DRO, DIC AKJ for ICP follow-up on DRO cancellation, or DIC AGJ for reply to DRO cancellation. |
| Routing Identifier Code | 4-6 | Enter the appropriate code applicable to the facility to which the DRO is directed. (If used as a DIC AGJ transaction, will contain RIC of the source of supply to which the document shall be transmitted). |
| Media and Status | 7 | Enter 0 or leave blank. |
| Stock or Part Number | 8-22[1] | Enter the NSN or part number of the item ordered for disposal. For subsistence items, enter the type of pack in rp 21. |
| Unit of Issue | 23-24 | Enter the unit of issue applicable to the stock or part number. |
| Quantity | 25-29 | Enter the quantity to be transferred, based on the inventory control record balance. Quantity actually transferred shall be dependent on the entry in rp 55-61 if applicable. (For DIC ACJ/AKJ, enter DIC A5J quantity to be canceled. For DIC Code AGJ, enter quantity canceled.) |
| Document Number | 30-43 | Enter document number as assigned by the preparing activity. |

[1] For subsistence transactions, rp 22 and 52-53 shall contain the date packed indicator code.

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Suffix | 44 | Leave blank. |
| Supplementary Address | 45-50 | Leave blank in DRO. The shipping activity shall enter the Department of Defense activity address code (DoDAAC) of predesignated DLA Disposition Services Field Office. |
| Signal | 51 | Enter applicable signal code if required; otherwise, leave blank. For hazardous materiel or waste, use Signal Code A, B, C, or L. For Signal Code B, identify the bill-to activity to be included on the disposal turn-in document (DTID), Block 27, using an off-line communication with the activity to which the DRO is directed. |
| Fund | 52-53 | Enter the fund code to be credited with proceeds from the sale by DLA Disposition Services Field Office. If no credit is desired, leave blank. For hazardous materiel or waste, this shall be the bill-to fund code for reimbursable actions associated with disposal. |
| Distribution | 54 | Enter Distribution Code 9. |
| Retention Quantity | 55-61 | Enter quantity to be retained in stock by activity in rp 4-6. When the quantity to be retained exceeds the retention quantity field, the transaction shall be processed offline. |
| Precious Metals Indicator | 62 | Enter applicable code from AP2.23. |
| Automated Data Processing Equipment Identification | 63 | Enter applicable ADPE code from AP2.24. |
| Disposal Authority | 64 | Enter applicable code from AP2.21. |
| Demilitarization | 65 | Enter the demilitarization code assigned by the ICP/IMM as required by DoD 4160.21-M-1. "Defense Demilitarization Manual." |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Reclamation | 66 | Enter Y if reclamation is required prior to release to DLA Disposition Services Field Office. Enter N if reclamation is not required. |
| Routing Identifier Code | 67-69 | Enter RIC of ICP/IMM originating the DRO. (For DIC AGJ transaction, enter RIC of the activity preparing the transaction.) |
| Ownership | 70 | Enter ownership code, if applicable, otherwise, leave blank. |
| Supply Condition | 71 | Enter the condition code of the materiel to be transferred. |
| Management | 72 | Enter management code, if applicable; otherwise, leave blank. |
| Flight Safety Critical Aircraft Parts[2] | 73 | Enter Criticality Code E to indicate Nuclear Hardened Flight Safety Critical Aircraft Parts (FSCAP) or Criticality Code F to indicate a standard FSCAP. |
| Unit Price | 74-80 | Enter the unit price for the NSN or part number shown in rp 8-22. |

[2] Identification of FSCAP codes on the DTID and disposal release transactions last reported as not implemented by USA and USN. Refer to Approved DLSS/DLMS Change 6.

# AP3.14. APPENDIX 3.14

## MATERIEL RELEASE CONFIRMATION

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC ARA, ARB, AR0, AUA, AUB or AU0. |
| Routing Identifier Code | 4-6 | Enter RIC of thesource of supply from which the materiel release order (MRO)/cancellation request was received. |
| Media and Status | 7 | Enter the M&S code as shown in the MRO/cancellation request. |
| Stock or Part Number | 8-22 | Enter NSN or part number of the item supplied. |
| Unit of Issue | 23-24 | Enter the unit issue. |
| Quantity[1] | 25-29 | a. Enter the quantity.<br>b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 (and Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Enter document number as shown in the MRO/cancellation request. |
| Suffix | 44 | Enter the suffix code contained in rp 44 of the MRO. If no code is in rp 44 of the MRO/cancellation request, leave blank. |
| Supplementary Address | 45-50 | Enter SUPADD as shown in the MRO/cancellation request. |
| Hold | 51 | Enter shipment hold code, when applicable. Leave blank in response to follow-up when item has not been selected for shipment. |
| Fund | 52-53 | Enter the fund code as shown in the MRO. |

[1] See Appendix AP3.1 - Formats Introduction, Paragraph AP3.1.3

| | | |
|---|---|---|
| Port of Embarkation | 54-56 | a. For shipments moving to Outside Continental United States (OCONUS) destinations via the Defense Transportation System (DTS) Government Bill of Lading (GBL)/Commercial Bill of Lading (CBL), enter the POE.<br>b. For deliveries to Ports of Embarkation (POE), or parcel post entering the DTS at a POE (other than the Army/Air Force Post Office (APO)/FPO postal system), enter the POE or SEAVAN CCP. See DTR 4500.9-R, "Defense Transportaion Regulation" (DTR).<br>c. Leave blank for parcel post movement through an APO or FPO.<br>d. Enter the POE for Foreign Military Service (FMS) transactions moving via the defense transportation system (DTS). If not moving via the DTS, leave blank.<br>e. Enter the POE for Grant Aid transactions except parcel post.<br>f. For Continental United Stated (CONUS) shipments, leave blank. |
| Date Shipped | 57-59 | Date released/tendered to carrier. |
| Transportation Control Number | 60-76 | Enter the shipment unit TCN as prescribed in DTR. |
| Mode of Shipment | 77 | Enter code identifying the mode of shipment.[2] Leave blank in response to a follow-up when shipment has not occurred. |
| Date Available for Shipment | 78-80 | Enter the date available for shipment. |
| <u>For Local Issues From Disposal</u>[3] | | |
| Mode of Shipment | 77 | Enter the code identifying the mode of shipment.[4] |
| Routing Identifier Code | 78-80 | Enter the RIC of the DLA Disposition Services Field Office processing the local issue requisition and releasing the materiel. |

[2] Refer to the USTRANSCOM Reference Data Management (TRDM) for available code list at https://trdm.c2.amc.af.mil/trdm/index.jsp (DTR Data)
[3] Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.
[4] Refer to the USTRANSCOM Reference Data Management (TRDM) for available code list at https://trdm.c2.amc.af.mil/trdm/index.jsp (DTR Data)

# AP3.15. APPENDIX 3.15

## FORCE-CLOSED MATERIEL RELEASE CONFIRMATION

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC ARH. |
| Routing Identifier Code | 4-6 | Enter the RIC of the source of supply generating this transaction. |
| Media and Status | 7 | Enter the M&S code from the materiel release order (MRO). |
| Stock or Part Number | 8-22 | Enter the NSN or part number from the MRO. |
| Unit of Issue | 23-24 | Enter the U/I from the MRO. |
| Quantity | 25-29 | Enter the quantity from the MRO. |
| Document Number | 30-43 | Enter the document number as shown in the MRO. |
| Suffix | 44 | Enter the suffix code contained in rp 44 of the MRO. If rp 44 in the MRO is blank, leave blank. |
| Supplementary Address | 45-50 | Enter the SUPADD as shown in the MRO. |
| Blank | 51-56 | Leave blank. |
| Date Shipped[1] | 57-59 | Enter date released/tendered to carrier; otherwise, leave blank. |
| Blank | 60-76 | Leave blank. |
| Mode of Shipment[2] | 77 | Enter the code identifying the mode of shipment[3]; otherwise, leave blank. |
| Blank | 78-80 | Leave blank. |

[1] For U.S. forces, leave blank. For Security Assistance, may contain the release date from the Materiel Receipt Acknowledgement (MRA).

[2] For U.S. forces, leave blank. For Security Assistance, may contain the mode of shipment from the MRA.

[3] Refer to the TRDM for available code list at URL: https://trdm.c2.amc.af.mil/trdm/index.jsp (DTR Data)

# AP3.16. APPENDIX 3.16

## DISPOSAL RELEASE ORDER CONFIRMATION OR SUPPLY STATUS

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC ARJ, ARK, ARL, or AEJ, as applicable. |
| Routing Identifier Code | 4-6 | Enter RIC of the source of supply from which the DRO or follow-up was received. |
| Media and Status | 7 | Leave blank. |
| Stock or Part Number | 8-22[1] | Enter NSN or part number of the item released. |
| Unit of Issue | 23-24 | Enter the U/I from the DRO. |
| Quantity | 25-29 | a. Enter the quantity for which release is confirmed (DIC AR_) or the quantity appropriate to the status being provided (DIC AEJ).<br>b. For ammunition ***and ammunition related*** items only (items in FSG 13 ***and for FSC 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140)***, enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Enter document number as shown in the DRO. |
| Suffix | 44 | Leave blank. |
| Retention Quantity | 45-51 | Enter quantity actually retained. |
| | 52-54[2] | Perpetuate from DRO. |
| Blank | 55-56 | Leave blank. |

[1] For subsistence transactions, rp 22 and 52-53 will contain the date packed/expiration date indicator code.
[2] Ibid.

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Estimated Shipping Date or Date Shipped | 57-59 | Enter date delivered/shipped to DLA Disposition Services Field Office. When used in response to follow-up and shipment has not occurred, enter ESD. |
| Blank | 60-61 | Leave blank. |
| Precious Metals | 62 | Enter applicable code from AP2.23. |
| ADPE Identification | 63 | Enter applicable code from AP2.24. |
| Disposal Authority | 64 | Enter applicable code from AP2.21. |
| Supply Status | 65-66 | Enter supply status from AP2.16, if applicable; otherwise, leave blank. |
| Routing Identifier Code | 67-69 | Enter the RIC (From). |
| Ownership | 70 | Enter the ownership code, as applicable. |
| Supply Condition | 71 | Enter the supply condition code, as applicable. |
| Management | 72 | Enter the management code, as applicable. |
| All Other Fields | 73-80 | Leave blank. |

# AP3.17. APPENDIX 3.17

## MATERIEL RELEASE ORDER DENIAL (WAREHOUSE REFUSAL)

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC A6_. |
| Routing Identifier Code | 4-6 | Enter RIC as indicated in rp 67-69 of the MRO. This is the code of the accountable point that originated the MRO. |
| Media and Status | 7 | Enter the M&S code as shown in the MRO. |
| Stock or Part Number | 8-22[1] | Enter NSN or part number as shown in the MRO. |
| Unit of Issue | 23-24 | Enter U/I as shown in the MRO. |
| Quantity | 25-99 | a. Enter quantity denied.<br>b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Enter document number as shown in the MRO. |
| Suffix | 44 | Enter the suffix code as shown in the MRO. |
| Supplementary | 45-50 | Enter SUPADD as shown in the MRO. |
| Signal | 51 | Enter the signal code as shown in the MRO. |
| Fund | 52-53[2] | Enter the fund code as shown in the MRO. |
| Distribution | 54-56 | Enter the distribution code as shown in the MRO. |

[1]For subsistence transactions, rp 22 and 52-53 shall contain the date packed/expiration date indicator code.
[2] Ibid

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Project | 57-59 | Enter the project code as shown in the MRO. |
| Priority | 60-61 | Enter the priority as shown in the MRO. |
| Required Delivery | 62-64 | Enter data as shown in the MRO. |
| Advice | 65-66 | Enter the advice code as shown in the MRO. |
| Routing Identifier Code | 67-69 | Enter the RIC identifying the activity preparing the denial. |
| Ownership | 70 | Enter the ownership code, as applicable. |
| Supply Condition | 71 | Enter the supply condition, as applicable. |
| Management | 72 | Enter the management code indicating reason for denial. |
| Intra-Service/Agency | 73-80 | For use with intra-S/A procedures; otherwise, leave blank for inter-S/A transactions. |

# AP3.18. APPENDIX 3.18

## DISPOSAL RELEASE ORDER DENIAL

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC A6J. |
| Routing Identifier Code | 4-6 | RIC or the source of supply from which the disposal release order (DRO) was received. |
| Media and Status | 7 | Leave blank. |
| Stock or Part Number | 8-22 | Enter the stock or part number of the item denied. |
| Unit of Issue | 23-24 | Enter U/I. |
| Quantity | 25-29 | a. Enter quantity denied; for example, the difference between the quantity transferred and the quantity shown in the DRO.<br>b. For ammunition and ammunition related items only Federal supply group ((FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Enter document number as shown in the DRO. |
| Suffix Code | 44 | Leave blank. |
| Retention Quantity | 45-51 | Enter quantity actually retained. |
| Fund | 52-53 | Perpetuate from the DRO. |
| Distribution | 54 | Perpetuate from the DRO. |
| Blank | 55-56 | Leave blank. |
| Denial Date | 57-59 | Enter date DRO is denied. |
| Blank | 60-66 | Leave blank. |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Routing Identifier Code (From) | 67-69 | Enter RIC identifying the activity preparing the denial. |
| Ownership | 70 | Enter ownership code, as applicable. |
| Supply Condition | 71 | Enter appropriate supply condition code. |
| Management | 72 | Enter management code indicating the reason for denial. |
| Blank | 73-80 | Leave blank. |

# AP3.19. APPENDIX 3.19

## SHIPMENT STATUS

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter the DIC applicable to the shipment status (DIC AS1-6, AS8, or ASY) or reply to cancellation request-shipment status (AU1-5 or AU8).[1] |
| Routing Identifier Code[2, 3] | 4-6 | Enter the RIC of the source of supply that generated the lateral redistribution order (LRO)/materiel release order (MRO)/cancellation request/disposal release order (DRO)/DIC FTR or the shipping activity if the shipment was not initiated by a supply source LRO/MRO cancellation request/DRO/DIC FTR. If a disposal shipment was not initiated by a source of supply DRO/DIC FTR and the shipping activity has no RIC, leave blank. If used as a DIC AS6, indicate the RIC of the inventory control point (ICP)/integrated materiel manager (IMM) to which the transaction will be sent. |
| Media and Status | 7 | Use the M&S code from the MRO/LRO/DRO or cancellation request. |
| Stock or Part Number | 8-22 | Enter the NSN or part number of the item supplied. |
| Unit of Issue | 23-24 | Enter the U/I. |

[1] Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.
[2] See Appendix AP3.1 - Formats Introduction, Paragraph AP3.1.3
[3] Intra-Service ammunition and ammunition related orders following the ammunition storage site selection utilize the storage depot being transacted against instead of the Inventory Control Point when providing supply and shipment status in order to maintain traceability of ammunition and ammunition related items shipped. Refer to ADC 441/441A, Clarification of Exception Rules to Accommodate Communication of Ammunition/Ammunition Related Quantities in Excess of Five Digits.

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Quantity | 25-29 | a. Enter the quantity shipped.<br>b. For ammunition federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140 items only, enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Use the document number from the MRO/LRO/DRO or cancellation request. |
| Suffix | 44 | Use the suffix code from the MRO/LRO/DRO or cancellation request. If no suffix code, leave blank. |
| Supplementary Address | 45-50 | Use SUPADD from the MRO/DRO or cancellation request. The shipping activity will all enter the DoDAAC of the predesignated DLA Disposition Services Field Office for shipments to DLA Disposition Services Field Offices. If used as a DIC AS6, enter the DoDAAC of the activity to which the credit for the materiel and reimbursement for the packing, crating, handling and transportation (PCH&T) costs is to be provided. |
| Hold | 51 | If used as a DIC AS6, enter Signal Code B. Otherwise, enter the shipment hold code, when applicable. |
| Fund | 52-53 | Enter the fund code as shown in the MRO/DRO or cancellation request. If used as a DIC AS6, enter the fund code to which the credit for the materiel and reimbursement for the PCH&T costs is to be provided. |
| Distribution | 54-56 | Enter the distribution code as shown in the MRO/LRO/DRO or cancellation request. |
| Release Date | 57-59 | Enter the date the materiel is released to the carrier. |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Transportation Control Number | 60-76 | Enter the shipment unit TCN as prescribed in DTR 4500.9-R, "Defense Transportation Regulation". |
| Mode of Shipment | 77 | Enter the code identifying the mode of shipment.[4] (Leave blank when transmitting DIC AS3 through DAAS to DLA Disposition Services.) |
| Port of Embarkation | 78-80 | a. CONUS. Leave blank.<br>b. OCONUS:<br>(1) For shipments moving to OCONUS designations through the DTS, GBL/CBL, parcel post (except APO/FPO); and small package carrier shipments entering the DTS at the POE, enter the POE or SEAVAN CCP. (See DTR 4500.9-R, Part II, Appendices CC, MM, and PP.)<br>(2) Leave blank for parcel post movement through an APO or FPO.<br>(3) Enter the POE for Security Assistance Program transactions moving through the DTS; otherwise, leave blank. |

ENTRIES REQUIRED FOR DoDAAC INFORMATION – DIC ASY TRANSACTIONS[5]

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Blank | 57-64 | Leave blank. |
| Status Code | 65-66 | Enter Status Code DY if the DIC AFY follow-up transaction is being rejected; otherwise, leave blank. |
| Blank | 67-74 | Leave blank. |
| DoDAAC of Initial Transportation Activity | 75-80 | Enter the DoDAAC of the initial (origin) transportation shipping activity. If the DIC AFY follow-up transaction is being rejected with Status Code DY, leave blank. |

[4] Refer to the TRDM for available code list at https://trdm.c2.amc.af.mil/trdm/index.jsp (DTR Data)
[5] Procedures requesting and/or providing the DoDAAC of the initial shipping activity last reported as not implemented by GSA. Refer to AMCL 5.

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| ENTRIES REQUIRED FOR SHIPMENTS TO DISPOSAL | | |
| Unit Price | 62-68 | Enter the unit price of the item identified in rp 8-22. Enter an estimated unit price if pricing information is not available. If the value for a part-numbered item exceeds the seven-position unit price field, enter the price manually on the DIC AS3 shipment status transaction and forward off-line to the DLA Disposition Services for manual processing. |
| Blank | 69-76 | Leave blank. |

# AP3.20. APPENDIX 3.20

## PSEUDO SHIPMENT STATUS FOR UNCONFIRMED MATERIEL RELEASE ORDERS

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC ASH. |
| Routing Identifier Code | 4-6 | Enter the RIC of the source of supply generating this transaction.[1] |
| Media and Status | 7 | Enter the M&S code from the material release order (MRO). |
| Stock or Part Number | 8-22 | Enter the stock or part number from the MRO. |
| Unit of Issue | 23-24 | Enter the U/I from the MRO. |
| Quantity | 25-29 | Enter the quantity from the MRO. |
| Document Number | 30-43 | Enter the document number as shown in the MRO. |
| Suffix | 44 | Enter the suffix code contained in rp 44 of the MRO. If the MRO rp 44 is blank, leave blank. |
| Supplementary Address | 45-50 | Enter the SUPADD as shown in the Address MRO. |
| Signal | 51 | Enter the signal code from the MRO. |
| Fund | 52-53 | Enter the fund code as shown in the MRO. |
| Distribution | 54-56 | Enter the data as shown in the MRO. |
| Date Shipped | 57-59 | Enter the date this transaction was generated. |
| Blank | 60-66 | Leave blank. |
| Routing Identifier Code (From) | 67-69 | Enter the RIC of the source of supply generating this transaction. |
| Blank | 70-80 | Leave blank. |

[1]The Defense Automatic Addressing System (DAAS) shall overlay transactions containing the DAAS RIC (SGA) to show the RIC (From) in rp 67-69. (NOTE: This allows DAAS to overlay original entries of the DAAS RIC so that Component systems may be modified over time.)

# AP3.21. APPENDIX 3.21

## DISPOSAL SHIPMENT CONFIRMATION

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC ASZ. |
| Routing Identifier Code | 4-6 | Enter RIC of the source of supply from which the materiel release order (MRO) or disposal release order (DRO) received. |
| Media and Status | 7 | Enter the M&S code as shown in the DIC AFX or DIC AFZ. |
| Stock or Part Number | 8-22 | Enter the NSN or part number as shown in the DIC AFX or DIC AFZ. |
| Unit of Issue | 23-24 | Enter the U/I as shown in the DIC AFX or DIC AFZ. |
| Quantity | 25-29 | Enter quantity receipted for by the DLA Disposition Services Field Office. |
| Document Number | 30-43 | Enter the document number as shown in the DIC AFX or DIC AFZ. |
| Suffix | 44 | Enter the suffix code as shown in the DIC AFX or DIC AFZ. |
| Supplementary Address | 45-50 | Enter the SUPADD as shown in the DIC AFX or DIC AFZ. |
| Signal | 51 | Leave blank. |
| Fund | 52-53 | Leave blank. |
| Distribution | 54 | Enter 9. |
| All Other Fields | 55-64 | Leave blank. |
| Advice | 65-66 | Enter the advice code as shown in DIC AFX or DIC AFZ. |
| All Other Fields | 67-80 | Leave blank. |

# AP3.22. APPENDIX 3.22

## DOCUMENT MODIFIER (INVENTORY CONTROL POINT TO PROCUREMENT)

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AMF (to change the SUPADD field) or DIC AMP (to change the required delivery date (RDD) field to 555). |
| Routing Identifier Code | 4-6 | Enter the code of the activity to which the document is to be transmitted. |
| Media and Status | 7 | Enter the M&S code as shown in the original requisition. |
| Stock or Part Number | 8-22 | Enter data as shown in the procurement instrument or procurement request. |
| Unit of Issue | 23-24 | Enter the unit of issue. |
| Quantity | 25-29 | a. Enter the quantity.<br>b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Enter the requisition document number as shown in the procurement request. |
| Suffix | 44 | Enter the suffix code as shown in the procurement request; otherwise, leave blank. |
| Supplementary Address | 45-50 | Enter the SUPADD in the DIC AMF; otherwise, leave blank in the DIC AMP. |
| ***Procurement Instrument Identifier (PIID)*** or Procurement Request Number | 51-69 | Enter the ***PIID when available, otherwise enter the*** PRN. ***Enter the PIID call/order number (F in 9th position) if applicable***. |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| ***Procurement Instrument Identifier (PIID)*** | (51-63) | Enter the ***PIID.***[1] ***Enter the PIID call/order number (F in 9th position) if applicable***. |
| Contract Line Item Number | (64-67) | Enter the CLIN. |
| Contract Subline Number | (68-69) | Enter the contract subline item number, if applicable. |
| Procurement Request | (51-64) | Enter the PRN. |
| Blank | (65-69) | Leave blank when a PRN is entered. |
| Project | (70-72) | Enter the project code as shown in the original requisition. |
| Priority | (73-74) | Enter the priority designator as shown in the original requisition. |
| Procurement Document Indicator | 75-76 | Enter PR in rp 75-76 when the entry in rp 51-64 is a PRN; otherwise, leave blank. |
| Signal[2] | 77 | Enter the signal code in the DIC AMF; otherwise, leave blank in DIC AMP. |
| Routing Identifier Code | 78-80 | Enter RIC to identify the activity preparing the transaction. |

[1] ***Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.***

[2] Revised requisition modifier procedures last reported as not implemented by USMC. Refer to AMCL 123C.

# AP3.23. APPENDIX 3.23

## PASSING ORDER[1]

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC A3_. |
| Routing Identifier Code | 4-6 | Enter the RIC of the activity to which the document is being passed. |
| All Fields | 7-66 | Enter data as shown in the requisition. |
| Date of Receipt of Demand | 67-69 | Leave blank on submission. Processing points shall enter date of receipt when received from another distribution system. |
| Blank | 70-71 | Leave blank. |
| Cooperative Logistics Program Support Code | 72 | Enter data as shown in the requisition, if applicable. |
| Blank | 73 | Leave blank. |
| Routing Identifier Code | 74-76 | Enter the RIC of the activity from which the document is being passed. |
| Blank | 77-80 | Leave blank. |

GOVERNMENT-FURNISHED MATERIEL PASSING ORDER ENTRIES.[2]

| | | |
|---|---|---|
| Manufacturer's Directive Number | 54-56 | If required by the Component contracts, enter the MDN. |
| Call/Order Number | 69-72 | If required by the Component, enter the appropriate ***legacy four-position*** call/order number ***associated with the PIIN***; ***otherwise leave blank***. |

[1] Entries from the remarks field shall be made only when it is necessary to report that data when it is entered on the requisition. In all such instances, rp 3 of the DIC shall identify the document as containing exception data and the passing order shall not be transmitted.

[2] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| ***Procurement Instrument Identifier (PIID)*** | 73-80 | Enter the last eight positions of the ***PIID***. This entry is mandatory.[3, 4] ***When materiel is authorized under a PIID call/order number (F in 9th position) provide the last eight positions*** |

MANAGEMENT CONTROL ACTIVITY ENTRIES. Entries Required for passing orders for Government-Furnished Materiel.[5]

| | | |
|---|---|---|
| Routing Identifier Code | 4-6 | Enter the RIC of the source of supply. |
| Distribution | 54-56 | Enter the distribution code of the management control activity (MCA) validating the transaction or the MDN consisting of the MCA's distribution code in rp 54 and two other alpha/numeric characters in rp 55-56. |
| Routing Identifier Code | 74-76 | If required by the Component, enter the RIC of the validating MCA in rp 74-76. |

[3] Abbreviated contract number is mandatory, regardless of inclusion of the MDN. Refer to ADC 1014.
***[4] Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.***
[5] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

# AP3.24. APPENDIX 3.24

## REFERRAL ORDER/LATERAL REDISTRIBUTION ORDER FOR RETAIL ASSETS

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC A4_. |
| Routing Identifier Code | 4-6 | Enter the RIC of the activity to which the transaction is being sent. |
| Media and Status | 7 | Enter the M&S code as shown in the original requisition. |
| Stock or Part Number | 8-22 | a. When no change or substitution is made, enter the stock or part number shown in the requisition.<br>b. When a change or substitution is made, enter the corrected stock or substituted stock or part number. |
| Unit of Issue | 23-24 | Enter U/I. |
| Quantity | 25-29 | a. Enter the quantity.<br>b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Enter document number as shown in the requisition. |
| Suffix | 44 | a. Enter the suffix code applicable to quantity in rp 25-29 when the requisitioned quantity is divided into separate actions.<br>b. When the requisitioned quantity is not divided, leave this field blank. |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Supplementary Address | 45-50 | Enter data from the original requisition.[1] |
| Signal | 51 | Enter data from the original requisition. |
| Fund | 52-53 | Enter data from the original requisition. |
| Distribution | 54-56 | When used to effect lateral redistribution of retail assets, enter 2 for consumables and 3 for reparables in rp 54; otherwise, enter data from the original requisition. |
| Project | 57-59 | Enter data from the original requisition. |
| Priority | 60-61 | Enter data from the original requisition. |
| Required Delivery Date/Required Delivery Period[2] | 62-64 | Enter data from the original requisition. |
| Advice | 65-66 | Enter data from the original requisition. |
| Date of Receipt of Demand | 67-69 | Enter the date of receipt of the demand document as recorded in that document by the initial recipient in the supply distribution system. Note: Referral orders generated as a result of backorder releases and submitted to the (Single Manager for Conventional Ammunition) SMCA shall contain code 888 in rp 67-69. |
| Management Data | 70-71 | Enter management data, as authorized. |
| Demand Code/ [3] Management Data[4] | 72 | Enter demand code from rp 44 of original requisition or management data, as authorized. Note: Intra-Air Force Foreign Military Service (FMS) DIC A4_ transactions may use a Cooperative Logistics Program Support Code (CLPSC) (program/non-program) code in rp 72. |

[1] When used on a referral order to initiate an inter-Service ammunition-related ownership transfer with no physical movement of materiel and no billing, cite Signal Code M and Project Code CYK in conjunction with the supplementary address constructed as follows: Service/Agency Code Y followed by the old (from) ownership code, the RIC to which ownership is transferred, and the new/gaining (to) ownership code. Refer to ADC 1020.

[2] Use of RDP for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

[3] Deferred implementation authorized. The revised format of the referral order to include the demand code of the original requisition may be deferred for DLMS/logistics systems modernization.

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Management Data | 73 | Enter Management data, as authorized. |
| Routing Identifier Code | 74-76 | Enter RIC applicable to the activity generating the transaction. |
| Management Data | 77-80 | Enter management data, as authorized. |

LATERAL REDISTRIBUTION ORDER ENTRIES: Entries applicable when rp 54 equals 2 or 3:

| | | |
|---|---|---|
| Purpose code | 70 | Enter the purpose code of the materiel being issued if required based on Component agreement (derived from DIC DZF, Asset Status Reporting Transaction); otherwise leave blank. |
| Condition Code | 71 | Enter the applicable condition code. |
| Blank | 72-73 | Leave Blank. |

[4] On an Intra-Navy basis, a management code may be used to identify the reason a requisition is referred to the Navy Inventory Control Point (ICP) when the requisition cannot be filled by the referring system. Refer to ADC 363.

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|

GOVERNMENT-FURNISHED MATERIEL REFERRAL ORDER ENTRIES.[5]

| | | |
|---|---|---|
| Manufacturer's Directive Number | 54-56 | If required by the Component contracts, enter the MDN. |
| Call/Order Number | 69-72 | If required by the Component, enter the appropriate ***legacy four-position*** call/order number ***associated with the PIIN***; ***otherwise leave blank***. |
| ***Procurement Instrument Identifier (PIID)*** | 73-80 | Enter the last eight positions of the ***PIID.*** This entry is mandatory.[6, 7] ***When materiel is authorized under a PIID call/order number (F in 9th position) provide the last eight positions*** |

MANAGEMENT CONTROL ACTIVITY ENTRIES. Entries Required for referral orders for Government-Furnished Materiel.[8]

| | | |
|---|---|---|
| Routing Identifier Code | 4-6 | Enter the RIC of the source of supply. |
| Distribution | 54-56 | Enter the distribution code of the management control activity (MCA) validating the transaction or the MDN consisting of the MCA's distribution code in rp 54 and two other alpha/numeric characters in rp 55-56. |
| Routing Identifier Code | 74-76 | If required by the Component, enter the RIC of the validating MCA in rp 74-76. |

[5] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.
[6] Abbreviated contract number is mandatory, regardless of inclusion of the MDN. Refer to ADC 1014.
[7] ***Use the legacy PIIN pending transition to the PIID. Refer to ADC 1161A.***
[8] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

# AP3.25. APPENDIX 3.25

## REDISTRIBUTION ORDER

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC A2_. |
| Routing Identifier Code To | 4-6 | Enter RIC of the source to which the document is directed. |
| Media and Status | 7 | Enter the M&S code. |
| Stock or Part Number | 8-22 | Enter the NSN or part number. |
| Unit of Issue | 23-24 | Enter the U/I. |
| Quantity | 25-29 | a. Enter the quantity.<br>b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999.<br>Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Enter document number assigned by the preparing activity. |
| Demand/***Suffix***[1] | 44 | ***For intra-DLA, enter suffix code, if appropriate; all others leave blank.*** |
| Supplementary Address | 45-50 | Enter the SUPADD of the consignee. |
| Signal | 51 | Enter the signal code, as appropriate. |
| Fund | 52-53 | Enter the fund code, if appropriate. |
| Distribution | 54-56 | This field will be blank unless entries are prescribed by the preparing activity. |
| Distribution | 54-56 | This field will be blank unless entries are prescribed by the preparing activity. |

[1] ***Suffix Code authorized for intra-DLA use in support of Industrial Product-Support Vendor (IPV) program. Refer to ADC 1152.***

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Project | 57-59 | Enter the project code, when applicable. |
| Priority | 60-61 | Enter the priority designator. |
| Required Delivery Date/Required Delivery Period[2] | 62-64 | Normally left blank. Enter three-position ordinal day when conditions meet prescribed requirements. |
| Advice | 65-66 | Use an advice code to convey instructions to the supply source. When code is not required leave blank. |
| Date of Receipt of Order | 67-69 | Leave blank on submission. Processing points will enter date of receipt. |
| Ownership | 70 | Enter ownership code, as appropriate. |
| Supply Condition | 71 | Enter supply condition code, as appropriate. |
| System Management | 72-73 | Enter system management codes applicable to this transaction. |
| Routing Identifier Code From | 74-76 | Enter the RIC of initiating activity. |
| Inventory Control Data | 77-80 | Enter inventory control codes as prescribed. |

[2]Use of Required Delivery Period (RDP) for conventional ammunition last reported as not implemented by USAF. Refer to AMCL 148.

# AP3.26. APPENDIX 3.26

## SOURCE OF SUPPLY MATERIEL OBLIGATION VALIDATION REQUEST

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AN_. |
| Routing Identifier Code From | 4-6 | Enter RIC (From) of the source of supply initiating the request. |
| Media and Status | 7 | Grant Aid transaction submitted to security assistance organization (SAO) by Service; international logistics control office (ILCO) may, at Service option, contain a program originator code. Otherwise, this field shall be left blank. The program originator code shall not be perpetuated in DIC AP_ responses transmitted to inventory control points (ICP). |
| Stock or Part Number | 8-22 | Enter stock or part number of the item on which validation is required. This number should be in agreement with the number included in latest status furnished recipient activities prior to validation requests. |
| Unit of Issue | 23-24 | Enter U/I from original requisition. |
| Quantity | 25-29 | a. Enter quantity of MOV request, unfilled quantity of items being validated that is on the source of supply record.<br>b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Enter document number of original requisition for item being validated. |
| Suffix | 44 | Enter the suffix code assigned to the document number at time backorder was established or leave blank. |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Supplementary Address | 45-50 | Enter SUPADD from original requisition for item being validated. |
| Signal | 51 | Enter the signal code from original requisition for item being validated. |
| Fund | 52-53 | Enter the fund code from original requisition for item being validated. |
| Distribution | 54-56 | Enter the distribution code from original requisition for item being validated. |
| Project | 57-59 | Enter the project code from original requisition for item being validated. |
| Priority | 60-61 | Enter the priority designator from original requisition for item being validated. |
| Estimated Shipping Date | 62-64 | When ascertainable, enter the numerical day corresponding to the date that the source of supply estimates materiel shall be released for shipment. |
| Status | 65-66 | Enter status code to convey the information regarding the status of the materiel obligation. |
| Blank | 67-70 | Leave blank. |
| Cutoff Day | 71-73 | Enter ordinal day of the year of the cutoff date for validation; for example, use 121 for the April 30$^{th}$ cycle. |
| Blank | 74 | Leave blank. |
| Reply Due Day | 75-77 | Enter the ordinal day corresponding to the day on which the supply source must receive a response. |
| Blank | 78-79 | Leave blank. |
| Multi-Use | 80 | Reserved for ILCO entry of internal control data on Grant Aid transactions. Otherwise, this rp shall be left blank. ILCO code data shall not be perpetuated in DIC AP_ responses transmitted to ICPs. |

# AP3.27. APPENDIX 3.27

## MATERIEL OBLIGATION VALIDATION REQUEST CONTROL DOCUMENT

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AN9 when transmitting request. Enter DIC ANZ when following up on DIC AN9 request. |
| Routing Identifier Code | 4-6 | Enter address of source of supply making the request. Use as address-to when making response. |
| Batch Control No. | 7-10 | Enter a control number assigned each batch of DIC AN_ transactions forwarded to a single activity for validation. Rp 7-8 shall contain the batch number and rp 9-10 shall contain the total number of batches being forwarded. For example, if two batches are sent, the first DIC AN9 would contain “01" in rp 7-8 and “02" in rp 9-10 (for example, “1" of “2"). The second DIC AN9 would contain “02" in rp 7-8 and “02" in rp 9-10. |
| Number of AN_ Documents in Batch | 11-13 | Enter actual number of DIC AN_ detail requests in this batch (under control number in rp 7-10) from 001 to 493 maximum. |
| Blank | 14-29 | Leave blank. |
| Address (To) | 30-35 | Enter the Department of Defense activity address code (DoDAAC) of recipient of requests. Identifies acknowledging activity in responses. Enter DoDAAC of rp 54 activity when recipient of DIC AN_ transactions. |
| Cutoff Date | 36-39 | Enter prescribed cutoff date of the validation cycle. (One position for last digit of calendar year and three positions for numerical day of year.) |
| Blank | 40 | Leave blank. |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Receipt Acknowledgment Date | 41-44 | When computer-readable documents are used in responding, enter date documents were received at responding activity. |
| Blank | 45 | Leave blank. |
| Response Due Date | 46-49 | Enter prescribed date the DIC AP_ document is due at the source of supplye. (Year and ordinal day configured as in rp 36-39 above). |
| Blank | 50-53 | Leave blank. |
| Distribution | 54-56 | Enter the distribution code when applicable; otherwise, leave blank. |
| Blank | 57-80 | Leave blank. |

# AP3.28. APPENDIX 3.28

## RECEIPT CONFIRMATION FOR MATERIEL OBLIGATION VALIDATION REQUEST

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AP9 or APX. |
| Other Fields | 4-40 | Duplicate from AN9/ANZ received. |
| Receipt Acknowledgment | 41-44 | Enter ordinal day DIC AN9/ANZ were received by validating activity. (Enter one position for last digit of calendar year and three positions for numerical day of year.) |
| Other Fields | 45-80 | Duplicate from DIC AN9/ANZ received. |

# AP3.29. APPENDIX 3.29

## MATERIEL OBLIGATION VALIDATION RESPONSE

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AP_. |
| Routing Identifier Code | 4-6 | Enter the RIC indicating the source of supply to which the response is submitted. |
| Other Fields | 7-24 | Enter data from the request for which the response is prepared. |
| Quantity | 25-29 | a. Enter quantity still required. If total cancellation is desired, zero fill this field.<br>b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Other Fields | 30-59 | Enter data from the request for which the response is prepared. |
| Priority | 60-61 | Enter validated priority designator. |
| Blank | 62-70 | Leave blank. |
| Transaction Day | 71-73 | Enter ordinal day of year on which the response is prepared. |
| Blank | 74-80 | Leave blank. |

# AP3.30. APPENDIX 3.30

## FOREIGN MILITARY SALES NOTICE OF AVAILABILITY KEY DOCUMENT

AP3.30.1. The mechanized foreign military sales (FMS) notice of availability (NOA) is provided to ***Freight Forwarders/Country Representatives*** having a need to receive mechanized data for FMS shipments when FMS offer release option Y or Z is entered in rp 46 of requisitions. This FMS NOA Key document will accompany the FMS NOA detail documents.

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | a. Enter DIC AD1 for the initial key NOA document when an export release is not required.<br>b. Enter DIC ADR for the initial key NOA document when an export release is required.<br>c. Enter DIC AD3 for the delay key NOA document. |
| Routing Identifier Code | 4-6 | Enter the RIC of the activity transmitting the NOA. |
| Number of Line Items | 7-10 | Enter the number of line items included in the shipment unit as represented by NOA detail documents transmitted with the NOA key document. |
| Commodity/Cargo Exception/Special Handling | 11-17 | a. Rp 11-15 will always contain the appropriate water commodity and cargo exception code to be used to describe the predominant commodity within the shipment unit for ocean manifesting. (See DTR 4500.9-R, “Defense Transportation Regulation”)<br>b. Rp 16-17 will always contain the appropriate air commodity and special handling code to be used for all shipments via air. Identifies materiel for manifesting and customs requirements and denotes cargo requiring special handling or reporting (see DTR 4500.9-R). |
| Air Dimension | 18 | Identifies dimensional characteristics of air shipments by relating the dimensions of the largest piece to the minimum size cargo door opening of an aircraft (see DTR 4500.9-R). |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Security Cooperation Customer Code | 19-20 | Enter SC Customer Code. |
| Blank | 21-22 | Leave blank. |
| Mode of Shipment | 23 | Identifies the intended mode to be used from shipping activity to designated consignee.[1] |
| Type of Pack | 24-25 | Identifies the type of pack code used for the shipment unit[2]. |
| Pieces | 26-29 | Enter total pieces in shipment unit. |
| Weight | 30-35 | Enter total weight of shipment unit. This entry will be rounded to the next whole number. |
| Cube | 36-39 | Enter total cubic feet of shipment unit. This entry will be rounded to the next whole number. |
| Blank | 40-44 | Leave blank. |
| Supplementary Address | 45-50 | Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2, etc). |
| Blank | 51-52 | Leave blank. |
| Transportation Priority | 53 | See DTR 4500.9-R. |
| Blank | 54-56 | Enter data same as the issue release/receipt document (materiel release order (MRO), DD Form 1348-1A, DD Form 1348-2, etc). |
| Project Code | 57-59 | Enter the same project code as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2, etc). |
| Blank | 60 | Leave blank. |
| ***Transportation Control*** Number[3] | 61-77 | Identifies the number assigned to the shipment that controls the shipment from shipper to consignee. See DLM 4000.25-1, Chapter 6, Paragraph C6.11. |

[1] Refer to the TRDM for available code list at https://trdm.c2.amc.af.mil/trdm/index.jsp (DTR Data).
[2] Ibid.
[3] ***Refer to (ADC) 1098, Updates to DD Form 1348-5 Notice of Availability (NOA) and Corresponding DLMS 856N NOA and 870N NOA Reply.***

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Date of Offer | 78-80 | a. For DICs AD1, ADR, and AD3 documents, enter the ordinal day the initial NOA is transmitted.<br>b. When new NOAs are prepared, because the original NOA contained items that were rejected, the date of offer will be the transmission date of the NOA. |

# AP3.31. APPENDIX 3.31

## FOREIGN MILITARY SALES NOTICE OF AVAILABILITY DETAIL DOCUMENT

AP3.31.1. The mechanized foreign military sales (FMS) notice of availability (NOA) detail document will be prepared from the issue release/receipt documents (materiel release order (MRO), DD Form 1348-1A, and DD Form 1348-2) contained in the shipment unit and shall accompany the FMS NOA key document.

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | a. Enter DIC AD2 for the initial detail NOA document.<br>b. Enter DIC AD4 for the delay detail NOA document. |
| Routing Identifier Code | 4-6 | Enter the RIC of the activity transmitting the NOA. |
| Media and Status | 7 | Enter the same M&S code as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2). |
| Stock or Part Number | 8-22 | Enter the stock or part number of the item supplied. |
| Unit of Issue | 23-24 | Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2). |
| Quantity | 25-29 | a. Enter data same as the issue release/receipt documents (MRO, DD Form 1348-1A, DD Form 1348-2).<br>b. For ammunition and ammunition related items only (items in Federal Supply Group (FSG) 13 and for Federal Supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an “M” in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an “M” in rp 29). |
| Document Number | 30-43 | Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2). |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Suffix | 44 | Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2). |
| Supplementary Address | 45-50 | Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2). |
| Blank | 51-53 | Leave blank. |
| Required Delivery Date/Required Availability Date | 54-56 | Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2). |
| Project | 57-59 | Enter data same as the issue release/receipt document (MRO, DD Form 1348-1A, DD Form 1348-2). |
| Blank | 60 | Leave blank. |
| ***Transportation Control*** Number[1] | 61-77 | Enter data same as rp 61-77 of the initial FMS NOA key document. |
| Date of Offer | 78-80 | a. For DIC AD2 and DIC AD4 documents, enter the ordinal day the initial NOA is transmitted.<br>b. When new NOAs are prepared because the original NOA contained items that were rejected, the date of offer shall be the transmission date of the new NOA. |

***[1] Refer to (ADC) 1098, Updates to DD Form 1348-5 Notice of Availability (NOA) and Corresponding DLMS 856N NOA and 870N NOA Reply.***

# AP3.32. APPENDIX 3.32

## FOREIGN MILITARY SALES NOTICE OF AVAILABILITY REPLY DOCUMENT

AP3.32.1. The mechanized foreign military sales (FMS) notice of availability (NOA) reply document ***is*** used when replying to a mechanized NOA. When shipment release is to be made to the addresses identified by coded entries in the requisition and the DLM 4000.25 Volume 6, Chapter 3 (Military Assistance Program Address Directory (MAPAD)), the DIC AD5 shall contain the shipment release code (SRC) R in rp 60. When shipment release is to be made to an address that is not coded or contained in the MAPAD, the DI AD5 shall contain SRC E in rp 60.

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AD5. |
| Routing Identifier Code through Cube | 4-39 | Enter data same as rp 4-39 of initial or delay FMS NOA key document. |
| Customer Transportation Order Number | 40-44 | When customer (CR/FF) assigns a number for internal control of shipments, the number shall be entered in these columns. |
| Other Fields | 45-59 | Enter data same as rp 45-59 of initial or delay FMS NOA key document. |
| Shipment Release | 60 | Enter codes as follows:<br>a. Enter R when shipment to be released to appropriate ship-to address contained in the MAPAD as identified by address codes in the FMS requisition.<br>b. Enter E when release instructions are being mailed under separate cover on the date of this reply. |
| ***Transportation Control*** Number[1] | 61-77 | Enter data same as rp 61-77 of initial or delay FMS NOA key document. |

***[1] Refer to (ADC) 1098, Updates to DD Form 1348-5 Notice of Availability (NOA) and Corresponding DLMS 856N NOA and 870N NOA Reply.***

| | | |
|---|---|---|
| Date of Reply | 78-80 | Enter ordinal day reply to NOA is transmitted. |

# AP3.33. APPENDIX 3.33

## CUSTOMER ASSET REPORT (MATERIEL RETURNS PROGRAM)

| FIELD LEGEND | (MANUAL) BLOCK NO. | (MECHANICAL) RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|---|
| Send To | A | Not Applicable | Enter the appropriate in-the-clear name and address corresponding to the RIC. |
| Report is From | B | Not Applicable | Enter the appropriate in-the-clear name and address of the reporting activity. |
| Document Identifier Code | | 1-3 | Enter DIC FTE or FTG.[1] |
| Routing Identifier Code | | 4-6 | Enter the RIC of the inventory control point (ICP)/integrated material manager (IMM) to which the document is directed. For Government Services Administration (GSA), the RIC shall always be GG0 (golf-golf-zero)[2]. |
| Media and Status | | 7 | Enter M&S code. |

[1] Use of part-numbers in the material returns program last reported as not implemented by USMC. Refer to AMCL 167.

[2] Requirement to use a single RIC on customer asset reports directed to the GSA last reported as not implemented by USA. Refer to AMCL 26.

| FIELD LEGEND | (MANUAL) BLOCK NO. | (MECHANICAL) RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|---|
| Stock or Part Number | | 8-22 | Enter NSN (DIC FTE) or part number (DIC FTG)[3]. (Part-numbered materiel not authorized for asset reports directed to DLA). For subsistence items only, rp 21 shall be type of pack and rp 22 shall be the last digit of the calendar year the item, was packed. |
| Unit of Issue | | 23-24 | Enter the U/I. |
| Quantity | | 25-29 | a. Enter the quantity.<br>b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), items only, enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | | 30-43 | Enter the document number. |
| Blank | | 44 | Leave blank. |
| Supplementary Address | | 45-50 | When applicable, enter the activity address code (AAC) of the credit to and/or ship from activity. Field may be left blank when code entry is not applicable. When code entry is not significant to the ICP, enter a Y in rp 45. |
| Signal | | 51 | Enter the signal code. |

[3] Use of part-numbers in the material returns program last reported as not implemented by USMC. Refer to AMCL 167.

| FIELD LEGEND | (MANUAL) BLOCK NO. | (MECHANICAL) RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|---|
| Fund | | 52-53 | Enter the fund code. |
| Blank | | 54-56 | Leave blank. |
| Project | | 57-59 | When applicable, enter project code using Service instructions; otherwise, leave blank. |
| Blank | | 60-64 | Leave blank. |
| Advice | | 65-66 | Enter 3T to indicate to the ICP/IMM that the document has been edited by DAAS. When code is not required, leave blank. |
| Routing Identifier Code | | 67-69 | Enter the RIC of the activity preparing the document, if assigned; otherwise, leave blank. |
| Blank or Intra-Air Force Use | | 70 | Leave blank or use for intra-Air Force to display asset position code. |
| Supply Condition | | 71 | Enter supply condition code. |
| Blank | | 72-80 | Leave blank. |
| Remarks Field | L-V | Not Applicable | This field shall be used to convey any additionally required information not provided for in the report format. |

# AP3.34. APPENDIX 3.34

## REPLY TO CUSTOMER ASSET REPORT (MATERIEL RETURNS PROGRAM)

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC FTR. |
| Routing Identifier Code | 4-6 | Enter the RIC of the inventory control point (ICP)/integrated material manager (IMM) furnishing the reply. |
| Media and Status | 7 | Enter data as contained in the customer asset report unless modified by the ICP. |
| Stock Number | 8-22 | Enter data as contained in the customer asset report unless modified by the ICP. |
| Unit of Issue | 23-24 | Enter data as contained in the customer asset report unless modified by the ICP. |
| Quantity | 25-29 | a. Enter the quantity.<br>b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-34 | Enter data as contained in the customer asset report (DIC FTE). |
| Suffix | 44 | Enter the suffix, when applicable. |
| Supplementary Address | 45-50 | Enter data as contained in the customer asset report (DIC FTE). |
| Signal | 51 | Enter data as contained in the customer asset report (DIC FTE). |
| Fund | 52-53 | Enter data as contained in the customer asset report (DIC FTE). |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Receiving Depot | 54-56 | Enter the RIC of the receiving activity to which materiel is directed for return, or leave blank when no return is directed. |
| Project | 57-59 | Enter data as contained in the customer asset report (DIC FTE). |
| Priority Designator | 60-61 | Enter priority designator of the materiel return as directed by the ICP. |
| Action Date | 62-64 | Enter the ordinal day of document preparation. |
| Status | 65-66 | When Status Code SM is entered, rp 70-73 will contain the date when further action should be taken. |
| Routing Identifier Code | 67-69 | Enter the last known source to which all future DIC FT_ transactions will be directed. |
| Multi-Use | 70-73 | |
| <u>On SM Status</u> Date | 70-73 | On SM status, enter date when further action should be taken by the reporting activity. |
| <u>On Other Status</u> | | |
| Blank | 70 | Leave blank. |
| Supply Condition | 71 | Enter code from the customer asset report (DIC FTE). |
| Demilitarization | 72-73 | Rp 72 will contain code assigned by the ICP/IMM as required by DOD 4160.21-M-1, “Defense Disposition Manual”, August 1997 when available. Entry not required on rejected transactions. Rp 73 is reserved for reclamation code, special reports, etc. |
| Unit Price | 74-80 | Enter the unit price applicable to the stock number shown in rp 8-22, when available. Entry not required on rejected transactions. |

# AP3.35. APPENDIX 3.35

## DEFENSE AUTOMATIC ADDRESSING SYSTEM CUSTOMER ASSET REPORT STATUS (MATERIEL RETURNS PROGRAM)

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC FTQ. |
| Routing Identifier Code | 4-6 | Enter the RIC for the DAAS facility. |
| Media and Status | 7 | Enter data as contained in DIC FTC, DIC FTE, or DIC FTF. |
| Stock Number | 8-22 | Enter data as contained in DIC FTC, DIC FTE, or DI FTF. |
| Unit of Issue | 23-24 | Enter data as contained in DI FTC, or DI FTF. |
| Quantity | 25-29 | a. Enter the quantity.<br>b. For ammunition and ammunition related items only (items in Federal supply froup (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an “M” in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an “M” in rp 29). |
| Document Number | 30-43 | Enter data as contained in DIC FTC, DIC FTE, or DIC FTF. |
| Suffix | 44 | Enter data as contained in DIC FTC, DIC FTE, or DIC FTF. |
| Supplementary Address | 45-50 | Enter data as contained in DIC FTC, DIC FTE, or DIC FTF. |
| Signal | 51 | Enter data as contained in DIC FTC, DIC FTE, or DIC FTF. |
| Project | 57-59 | Enter data as contained in DIC FTC, DIC FTE, or DIC FTF. |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Blank | 60-64 | Leave blank. |
| Status | 65-66 | Enter status code. |
| Routing Identifier Code | 67-69 | Enter the RIC of ICP to which all future DIC FT_ transactions shall be directed. |
| Blank | 70-80 | Leave blank. |

# AP3.36. APPENDIX 3.36

## DISPOSITION INSTRUCTIONS DELAY STATUS (MATERIEL RETURNS PROGRAM)

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC FTD. |
| Routing Identifier Code | 4-6 | Enter the RIC of the inventory control point (ICP)/integrated material manager (IMM) or Defense Automatic Addressing System (DAAS) facility furnishing the status. |
| Media and Status | 7 | Enter data as contained in DIC FTE or DIC FTF. |
| Stock Number | 8-22 | Enter data as contained in DIC FTE or DIC FTF. |
| Unit of Issue | 23-24 | Enter data as contained in DIC FTE or DIC FTF. |
| Quantity | 25-29 | a. Enter the quantity.<br>b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Enter data as contained in DIC FTE or DIC FTF. |
| Suffix | 44 | Enter data as contained in DIC FTE or DIC FTF. |
| Supplementary Address | 45-50 | Enter data as contained in DIC FTE or DIC FTF. |
| Signal | 51 | Enter data as contained in DIC FTE or DIC FTF. |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Fund | 52-53 | Enter data as contained in DIC FTE or DIC FTF. |
| Blank | 54-56 | Enter data as contained in DIC FTE or DIC FTF. |
| Project | 57-59 | Enter data as contained in DIC FTE or DIC FTF. |
| Blank | 60-61 | Leave blank. |
| Action Date | 62-64 | Enter the ordinal day of document preparation. |
| Status | 65-66 | Enter the status code. |
| Routing Identifier | 67-69 | Enter data as contained in DIC FTE or DIC FTF. |
| Expected Reply Date | 70-73 | Enter the ordinal day disposition instructions from the ICP may be expected. |
| Blank | 74-80 | Leave blank. |

# AP3.37. APPENDIX 3.37

## FOLLOW-UP FOR INVENTORY CONTROL POINT/ INTEGRATED MATERIEL MANAGER REPLY TO CUSTOMER ASSET REPORT (MATERIEL RETURNS PROGRAM)

| FIELD LEGEND | (MANUAL) BLOCK NO. | (MECHANICAL) RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|---|
| Send To | A | Not Applicable | Enter the appropriate in-the-clear name and address corresponding to the RIC. |
| Follow-up is From | B | Not Applicable | Enter the appropriate in-the-clear name and address of the reporting activity. |
| Document Identifier Code | 1 | 1-3 | Enter DIC FTF. |
| Other Fields | 2-23 | 4-80 | Enter data as contained in the customer asset report (DIC FTE). |
| Remarks Field | L-V | Not Applicable | This field will be used to convey any additional required information not provided for in the follow-up format. |

# AP3.38. APPENDIX 3.38

## CANCELLATION OF CUSTOMER ASSET REPORT (MATERIEL RETURNS PROGRAM)

| | TYPE CANCELLATION | | |
|---|---|---|---|
| | (MANUAL) | (MECHANICAL) RECORD | |
| FIELD LEGEND | BLOCK NO. | POSITION(S) | ENTRY AND INSTRUCTIONS |
| Send To | A | Not Applicable | Enter the appropriate in-the-clear name and address corresponding to the RIC. |
| Cancellation is From | B | Not Applicable | Enter the appropriate in-the-clear name and address of the reporting activity. |
| Document Identifier Code | | 1-3 | Enter DIC FTC. |
| Routing Identifier Code | | 4-6 | Enter data as contained in the customer asset report (DIC FTE). |
| Media and Status | | 7 | Enter data as contained in the customer asset report (DIC FTE). |
| Stock Number | | 8-22 | Enter data as contained in the customer asset report (DIC FTE). |
| Unit of Issue | | 23-24 | Enter data as contained in the customer asset report (DIC FTE). |

TYPE CANCELLATION

| FIELD LEGEND | (MANUAL) BLOCK NO. | (MECHANICAL) RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|---|
| Quantity | | 25-29 | a. Enter quantity being canceled.<br>b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Other Fields | | 20-80[1] | Enter data as contained in the customer asset report (DIC FTE). |
| Remarks | L-V | Not Applicable | This field shall be used to convey any additional required information not provided for in the cancellation format. |

[1] Indicate suffix code (rp 44), when applicable, for split actions indicated in DIC FTR.

# AP3.39. APPENDIX 3.39

## SHIPMENT STATUS
## (MATERIEL RETURNS PROGRAM)

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC FTM. |
| Routing Identifier Code | 4-6 | Enter data as contained in the DIC FTR/FTA. |
| Media and Status | 7 | Enter data as contained in the DIC FTR/FTA. |
| Stock Number | 8-22 | Enter data as contained in the DIC FTR/FTA. |
| Unit of Issue | 23-24 | Enter data as contained in the DIC FTR/FTA. |
| Quantity | 25-29 | a. Enter quantity released to the carrier for shipment.<br>b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Enter data as contained in the DIC FTR/FTA. |
| Suffix | 44 | Enter data as contained in the DIC FTR/FTA. |
| Supplementary Address | 45-50 | Enter data as contained in the DIC FTR/FTA. |
| Signal | 51 | Enter data as contained in the DIC FTR/FTA. |
| Fund | 52-53 | Enter data as contained in the DIC FTR/FTA. |
| Routing Identifier | 54-56 | Enter data as contained in the DIC FTR/FTA. |
| Release Date | 57-59 | Enter the date materiel was released to the carrier. |
| Transportation Control Number | 60-76 | Enter the shipment unit TCN as prescribed in DTR 4500.9-R, “Defense Transportation Regulation”. |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Mode of Shipment | 77 | Enter the code identifying the mode of transportation used to move the materiel.[1] |
| Blank | 78-80 | Leave blank. |

[1] Refer to the USTRANSCOM Reference Data Management (TRDM) for available code list at https://trdm.c2.amc.af.mil/trdm/index.jsp (DTR Data).

# AP3.40. APPENDIX 3.40

## AUTOMATIC RETURN NOTIFICATION (MATERIEL RETURNS PROGRAM)

TYPE STATUS

| FIELD LEGEND | (MANUAL) BLOCK NO. | (MECHANICAL) RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|---|
| Send To | A | Not Applicable | Enter the appropriate in-the-clear name and address corresponding to the RIC. |
| Status is From | B | Not Applicable | Enter the appropriate in-the-clear name and address of the reporting activity. |
| Document Identifier Code | | 1-3 | Enter DIC FTA. |
| Routing Identifier Code | | 4-6 | Enter the RIC of the inventory control point (ICP)/integrated materiel manager (IMM) to which the document is directed. |
| Media and Status | | 7 | Enter the M&S code. |
| Stock Number | | 8-22 | Enter the stock number. |
| Unit of Issue | | 23-24 | Enter the U/I. |
| Quantity | | 25-29 | a. Enter quantity released to the carrier for shipment.<br>b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |

TYPE STATUS

| FIELD LEGEND | (MANUAL) BLOCK NO. | (MECHANICAL) RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|---|
| Document Number | | 30-43 | Enter the document number. |
| Blank | | 44 | Leave blank. |
| Supplementary Address | | 45-50 | When applicable, enter the activity address code (AAC) of the credit-to and/or ship-from activity. Field may be left blank when a code entry is not applicable. When a code entry is not significant to the ICP, a Y shall be entered in rp 45. |
| Signal | | 51 | Enter the signal code. |
| Fund | | 52-53 | Enter the fund code. |
| Routing Identifier Code | | 54-56 | Enter the RIC of receiving activity to which automatic shipment is made. |
| Project | | 57-59 | When applicable, enter appropriate project code. |
| Priority Designator | | 60-61 | Enter the priority designator 03 or 06. |
| Blank | | 62-66 | Leave blank. |
| Routing Identifier Code (From) | | 67-69 | Enter the RIC of the submitter, if applicable. |
| Blank | | 70 | Leave blank. |
| Supply Condition | | 71 | Enter supply condition code. |
| Blank | | 72-80 | Leave blank. |

# AP3.41. APPENDIX 3.41

## INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER FOLLOW-UP (MATERIEL RETURNS PROGRAM)

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC FT6. |
| Routing Identifier Code | 4-6 | Enter data as contained in DIC FTA or FTR. |
| Media and Status | 7 | Enter data as contained in DIC FTA or DIC FTR. |
| Stock Number | 8-22 | Enter data as contained in DIC FTA or DIC FTR. |
| Unit of Issue | 23-24 | Enter data as contained in DIC FTA or DIC FTR. |
| Quantity | 25-29 | Enter quantity from DIC FTA or DIC FTR or lesser quantity due to cancellation. |
| Document Number | 30-43 | Enter data as contained in DICFTA or DIC FTR. |
| Suffix | 44 | Enter data as contained in DIC FTA or DIC FTR. |
| Supplementary Address | 45-50 | Enter data as contained in DIC FTA or DIC FTR. |
| Signal | 51 | Enter data as contained in DIC FTA or DIC FTR. |
| Fund | 52-53 | Enter data as contained in DIC FTA or DIC FTR. |
| Routing Identifier Code | 54-56 | Enter data as contained in DIC FTA or DIC FTR. |
| Project | 57-59 | Enter data as contained in DIC FTA or DIC FTR. |
| Priority | 60-61 | Enter data as contained in DIC FTA or DIC FTR. |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Action Date | 62-64 | Enter data as contained in DIC FTA or DIC FTR. |
| Status | 65-66 | Enter appropriate status code from Appendix AP2.16. |
| Other Fields | 67-80 | Enter data as contained in DIC FTA or DIC FTR. |

# AP3.42. APPENDIX 3.42

## INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER MATERIEL RECEIPT STATUS (MATERIEL RETURNS PROGRAM)

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC FTZ. |
| Routing Identifier Code | 4-6 | Enter IMM RIC. |
| Media and Status | 7 | Enter data as contained in the shipment status (DIC FTM) or receipt document. |
| Stock Number | 8-22 | Enter stock number of materiel received. |
| Unit of Issue | 23-24 | Enter UI of materiel received. |
| Quantity | 25-29 | a. Quantity of materiel received in a single materiel condition. Multiple DIC FTZ documents are provided when a single shipment is received in more than one materiel condition.<br>b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |
| Document Number | 30-43 | Perpetuate from DIC FTM. |
| Suffix | 44 | Perpetuate from DIC FTM. |
| Supplementary Address | 45-50 | Perpetuate from DIC FTM. |
| Signal | 51 | Perpetuate from DIC FTM. |
| Fund | 52-53 | Enter data as contained in the shipment status (DIC FTM). |
| Receiving Depot | 54-56 | Enter data as contained in the shipment status (DIC FTM). |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Release Date | 57-59 | Enter data as contained in the shipment status (DIC FTM). |
| Priority Designator | 60-61 | Enter Data as contained in DIC FTA or DIC FTR |
| Materiel Receipt Date | 62-64 | Enter date materiel received or date credit authorization canceled. |
| Status | 65-66 | Enter status code from Appendix AP2.16 . |
| Routing Identifier Code | 67-69 | Enter the RIC of the reporting activity. |
| Blank | 70 | Leave blank. |
| Supply Condition | 71 | Enter supply condition code indicating condition of materiel received. |
| Expected Credit | 72-80 | Enter credit to be granted in dollars and cents. When no credit is granted, zero fill. |
| Expected Credit | 80[1] | For intra-Army return of reparables only: |

| To designate amount of credit granted, enter: Code | Value | To designate amount of credit reversal, enter: Code | Value |
|---|---|---|---|
| { | 0 | { | 0 |
| A | 1 | J | 1 |
| B | 2 | K | 2 |
| C | 3 | L | 3 |
| D | 4 | M | 4 |
| E | 5 | N | 5 |
| F | 6 | O | 6 |
| G | 7 | P | 7 |
| H | 8 | Q | 8 |
| I | 9 | R | 9 |

[1] Refer to ADC 215, Material Receipt Status (material returns program (MRP)) Credit Reversal Amount.

# AP3.43. APPENDIX 3.43

## FOLLOW-UP FOR INVENTORY CONTROL POINT/INTEGRATED MATERIEL MANAGER MATERIEL RECEIPT STATUS (MATERIEL RETURNS PROGRAM)

| | TYPE FOLLOW-UP | | |
|---|---|---|---|
| | (MANUAL) | (MECHANICAL) | |
| FIELD LEGEND | BLOCK NO. | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
| Send To | A | Not Applicable | Enter the appropriate in-the-clear name and address corresponding to the routing identifier code (RIC). |
| Followup is From | B | Not Applicable | Enter the appropriate in-the-clear name and address of the reporting activity. |
| Document Identifier Code | 1 | 1-3 | Enter DIC FTT. |
| Other Fields | 2-23 | 4-80 | Enter the data as contained in the materiel shipment status (DIC FTM). |
| Remarks Field | L-V | Not Applicable | This field shall be used to convey any additionally required information not provided for in the followup format. |

# AP3.44. APPENDIX 3.44

## FOLLOW-UP FOR MATERIEL RETURNS PROGRAM CREDIT

(See DLM 4000.25 Volume 4, Appendix 3)

www.dlmso.dla.mil/elibrary/manuals/dlm/v4/v4_FTP.docx

# AP3.45. APPENDIX 3.45

## REPLY TO FOLLOW-UP FOR MATERIEL RETURNS PROGRAM CREDIT

(See DLM 4000.25 Volume 4, Appendix AP3)

www.dla.mil/j-6/dlmso/elibrary/manuals/dlm/v4/v4_FTB.docx

# AP3.46. APPENDIX 3.46

## REQUEST FOR SHIPMENT TRACING ON REGISTERED, INSURED, AND CERTIFIED PARCEL POST

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AFT. |
| Routing Identifier Code | 4-6 | Enter RIC (To), Consignor. |
| Other Entries | 7-80 | Duplicate of DIC AS_ or DIC AU_ document received. |

# AP3.47. APPENDIX 3.47

## SUPPLY STATUS (MATERIEL RETURNS PROGRAM)

| | TYPE STATUS | | |
|---|---|---|---|
| | (MANUAL) | (MECHANICAL) RECORD | |
| FIELD LEGEND | BLOCK NO. | POSITION(S) | ENTRY AND INSTRUCTIONS |
| Send To | A | Not Applicable | Enter the appropriate in-the-clear name and address corresponding to the routing identifier code (RIC). |
| Status is From | B | Not Applicable | Enter the appropriate in-the-clear name and address of the reporting activity. |
| Document Identifier Code | | 1-3 | Enter DIC FTL. |
| Routing Identifier Code | | 4-6 | Enter data as contained in DIC FTR. |
| Media and Status | | 7 | Enter data as contained in DIC FTR. |
| Stock Number | | 8-22 | Enter data as contained in DIC FTR. |
| Unit of Issue | | 23-24 | Enter data as contained in DIC FTR. |
| Quantity | | 25-29 | a. Enter quantity to be shipped.<br>b. For ammunition and ammunition related items only (items in Federal supply group (FSG) 13 and for Federal supply cassification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: Express a quantity of 1,950,000 as 1950M (1950 in rp 25-28 and an M in rp 29). |

| FIELD LEGEND | TYPE STATUS (MANUAL) BLOCK NO. | (MECHANICAL) RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|---|
| Document Number | | 30-43 | Enter data as contained in DIC FTR. |
| Suffix | | 44 | Enter data as contained in DIC FTR. |
| Supplementary Address | | 45-50 | Enter data as contained in DIC FTR. |
| Signal | | 51 | Enter data as contained in DIC FTR. |
| Fund | | 52-53 | Enter data as contained in DIC FTR. |
| Routing Identifier Code | | 54-56 | Enter data as contained in DIC FTR. |
| Estimated Shipping Date | | 57-59 | Enter estimated date of shipment. |
| Priority | | 60-61 | Enter data as contained in DIC FTR. |
| Action Date | | 62-64 | Enter ordinal day of document preparation. |
| Blank | | 65-80 | Leave blank. |

# AP3.48. APPENDIX 3.48

## MATERIEL RELEASE DOCUMENT DD FORM 1348-1A OR DD FORM 1348-2

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3[1] | Perpetuate from requisition or source document unless otherwise indicated. |
| Routing Identifier Code (From) | 4-6[2] | Enter the RIC of the shipping activity. |
| Media and Status | 7 | Enter the M&S code assigned to the requisition or source document. |
| Stock or Part Number | 8-22 | Indicate the NSN or part number being released. See Block 25. |
| Unit of Issue | 23-24 | Indicate the U/I of the NSN or part number being released. |
| Quantity | 25-29 | Indicate the quantity being released. See Block 26. |
| Document Number | 30-43 | Enter the document number of requisition. See Block 24. |
| Suffix Code | 44 | Leave blank if the document represents release of the total quantity requisitioned. Indicate the appropriate suffix code assigned to indicate a partial quantity release. See Block 24. |
| Supplementary Address | 45-50[3] | Perpetuate from the original requisition or source document. See Block 26. |
| Signal | 51[4] | Perpetuate from the original requisition or source document. |
| Fund | 52-53[5] | Perpetuate from the original requisition or source document. |

[1] Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

[2] Ibid.

[3] Ibid.

[4] Ibid.

[5] Ibid.

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Distribution | 54-56[6] | Perpetuate from the original requisition or source document. |
| Project | 57-59[7] | Perpetuate from the original requisition or source document. |
| Priority | 60-61[8] | Perpetuate from the original requisition or source document. |
| Required | 62-64[9] | Perpetuate from the original requisition or source document. |
| Advice | 65-66[10] | Perpetuate from the original requisition or source document. |
| Routing Identifier Code | 67-69[11] | Perpetuate from the original requisition or source document. |
| Management | 70-73 | Perpetuate from the original requisition or source document. |
| Unit Price[12] | 74-80 | Indicate the unit price of item being released. See Block 26. |

[6] Ibid.
[7] Ibid.
[8] Ibid.
[9] Ibid.
[10] Ibid.
[11] Ibid.
[12] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

| BLOCK(S) | ENTRIES |
|---|---|
| 1 | Total price (10 digits dollars and 2 digits cents).[13] |
| 2 | Department of Defense Activity Address Code (DoDAAC) of shipping activity/DLA Disposition Services Field Office. If reduced print in used, in-the-clear address may be entered in addition to the DoDAAC. |
| 3 | DoDAAC of the activity to receive the shipment, if applicable. If reduced print is used, in-the-clear address may be entered in addition to the DoDAAC. |
| 4 | Mark-for Party, if applicable. The mark-for party may be identified by DoDAAC, RIC, clear text, or a combination of these. Up to 24 characters may be displayed as two lines of 12 each. The DoDAAC or RIC (when provided) will appear in the first line and must be separated from clear text with a slash (/). Reduced print may be used. |
| 5 | Document preparation date (enter numerical day of year). |
| 6 | National motor freight classification commodity code. |
| 7 | Freight rate for the shipment. |
| 8 | Type of cargo code (See DTR 4500.9-R “Defense Transportation Regulation) |
| 9 | Enter applicable controlled inventory item code (CIIC) that describes the classified and/or sensitive or pilferage classification of the shipment from DoD 4100.39-M (FLIS Procedures Manual), Volume 10, Chapter 4, Table 61. (Mandatory Entry)[14] |
| 10 | Actual quantity received. |
| 11 | Unit pack of item shipped. |
| 12 | Unit weight of item shipped. |
| 13 | Unit cube of item shipped. |
| 14 | Uniform freight classification (UFC) commodity code. |
| 15 | Shelf life of item shipped. Enter SL (for shelf life) followed by applicable shelf-life code from DoD 4100.39-M (FLIS Procedures Manual) Volume 10, Chapter 4, Table 50. (Mandatory Entry)[15] |
| 16 | Freight classification nomenclature. |
| 17 | Item nomenclature. |
| 18 | Type of container used for the shipment. |
| 19 | Number of containers that make up the shipment. |

[13] Ibid.

[14] Mandatory requirement to enter the controlled inventory item code (CIIC) and shelf-life code on the DD Form 1348-1A for issues from stock last reported as not implemented by USN. Refer to AMCL 32.

[15] Ibid.

| BLOCK(S) | ENTRIES |
|---|---|
| 20 | Total weight of all containers that make up the shipment. |
| 21 | Total cube of all containers that make up the shipment. |
| 22 | Received by, signature of receiver, or call sign/code of individual authorized access to the automated file. |
| 23 | Date received, date shipment was received. |
| 24 | Document Number - The document number assigned to the requisition.[16] |
| | Suffix Code - Blank if the document represents release of the total quantity requisitioned. If partial shipment, the appropriate suffix code assigned to indicate partial quantity released. |
| 25 | National Stock Number - Enter the stock or part number being released. |
| | Add - For subsistence items, enter the type of pack code in position 21. |
| **FOR OTHER THAN FMS SHIPMENTS** | |
| 26 | Routing Identifier Code - The RIC code of the shipping activity. |
| | Unit of Issue - The unit of issue of the stock or part number being released. |
| | Quantity - The quantity being released. |
| | Condition Code - The supply condition code of materiel being released. |
| | Distribution - Perpetuate from record positions 55 and 56. |
| | Unit Price[17] - The unit price for the NSN/part number being released. |
| 27 | This block may contain additional data including bar coding for internal use. This block may contain a PDF417 2D bar code that contains information for serially tracked items and repeats bar coded data content. Data entered in this block is as required by shipping activity by commodity. When data is entered in this block, it will be clearly identified.<br>See Appendix 1.35 for Code 39 linear bar code and PDF417 2D bar code format information. See Appendix 1.36 for the Block 27 continuation page requirements.<br>For shipments of GFP, include the GFP contract number (and call order number when provided). This includes shipments from DOD to contractors and contractor shipment of GFP to DOD activities. The contract number will be prefaced by “GFP” to clarify the usage. |

[16] Prepare data from blocks 24-26 in two configurations: (1) three-of-nine bar code and (2) in-the-clear. When prepared manually, do not include bar code.

[17] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

| BLOCK(S) | ENTRIES |
|---|---|
| | DTID - On issues from DLA Disposition Services Field Office, enter Disposal Turn-In Document (DTID).[18] |
| | For Issues of DLA Disposition Services-owned property :<br>Warehouse/Shipping Instructions:<br>Exception Shipping Address: If the ship to address is an exception address, print the exception address (up to five lines).<br>Special Shipping Instructions: Print any special shipping instructions. Some examples of shipping instructions can include:<br>Do not ship. Customer will arrange for transportation.<br>Do not ship property. Contact customer for transportation instructions.<br>Contact customer to obtain transportation fund cite and TAC.<br>Fax this 1348 and shipping document to [insert point of contact].<br>Fund Citation: Print line of accounting in a single text field.<br>Foreign Military Sales Information: For FMS shipments, print "FMS ***COSTS***".<br>Type of Property Being Shipped: Indicate if the property is either "Hazardous Property" or a "Small Arms Issue".<br>Other Instructions:<br>Instructions for Return of Unneeded Property: Print applicable instructions if customer is required to return material to DLA Disposition Services, when they no longer require the property and/or it requires demilitarization. |
| | USML Items - This block will contain clear-text information to identify shipments of USML items which may require filing of export licenses and shipper export declarations (SED) per 22CFR126.4 and 22CFR123.22 as follows: "USML item—may need SED." |
| | Purchase Order (PO) Number - Perpetuate the customer's internal PO number when provided on the release order. The PO number must be prefaced by text "PO #" to clarify the usage.[19] |

[18] Procedures, formats, and codes for requisitioning material from disposal last reported as not implemented by DLA. Refer to AMCL 139A.

[19] Refer to ADC 473A

| BLOCK(S) | ENTRIES |
|---|---|
| | For IUID to support UIT/serialized item management:[20]<br>Unique Item Identifier (UII) and/or Serial Number<br>The following additional data elements may be included in support of IUID:<br>Manufacturer's commercial and Government entity (CAGE)<br>Current Part Number (PN)<br>Batch/Lot (BT/LT)<br>Clear text labeling of IUID information must be provided using the following acronyms: CAGE, P/N, BT/LT, S/N, and UII. |
| **FOR OTHER THAN FMS SHIPMENTS** | |
| 26 | Unit of Issue - two positions - the unit of issue of the stock or part number being released. |
| | Quantity - five positions - the quantity being released. |
| | Condition - one position - the supply condition code of materiel being released. |
| | Unit Price[21] - the unit price for the NSN/part number being released. |
| | Supplementary Address - the first position and last three positions of the supplementary address. |
| 27 | This block may contain additional data including bar coding for internal use. This block may contain a PDF417 2D barcode which contains information for serially tracked items and repeats bar coded data content. Data entered in this block is as required by shipping activity by commodity. When data is entered in this block, it will be clearly identified. See Appendix 1.35 for Code 39 linear bar code and PDF417 2D barcode format information. See Appendix 1.36 for the Block 27 continuation page requirements. |
| | USML Items – This block will contain clear-text information to identify shipments of United States Munitions List (USML) items which may require filing of export licenses and Shipper Export Declarations (SED) per 22CFR126.4 and 22CFR123.22 as follows: "USML item—may need SED. |

[20] Capability to support IUID data content within the PDF417 2D bar code has been approved for staggered and phased implementation under ADC 44B and ADC 399/399A. Components have not reported implementation at this time.

[21] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

| BLOCK(S) | ENTRIES |
|---|---|
| | For FMS Repair/Return and Repair/Replace Items – Include the estimated or actual unit cost for the repair service; perpetuate from the release order when provided. This block will contain the following statement: "Unit repair value of $XXXXXXXXX.XX is provided for United States Customs export purposes. [22] |
| | For IUID to support UIT/serialized item management:[23]<br>Unique Item Identifier (UII) and/or Serial Number (S/N)<br>The following additional data elements may be included in support of IUID:<br>Manufacturer's CAGE<br>Current Part Number<br>Batch/Lot<br>Clear text labeling of IUID information must be provided using the following acronyms: CAGE, P/N, BT/LT, S/N, and UII. |

[22] Refer to ADC 1031.

[23] Ibid.

# AP3.49. APPENDIX 3.49

## TRANSFERS TO DLA DISPOSITION SERVICES FIELD OFFICE ON 1348-1A OR DD FORM 1348-2 (SINGLE LINE-ITEM TURN-INS)

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Perpetuate from the source document. For locally determined excesses generated at a base, post, camp, or station, assign a DIC as determined by Service/Agency (S/A) procedures. |
| Routing Identifier Code | 4-6 | Enter the RIC of the shipping activity or leave blank when the shipping activity is not assigned an RIC. |
| Media and Status | 7 | Leave blank. |
| Stock or Part Number | 8-22 | Enter the stock or part number being turned in. For subsistence items, enter the type of pack in rp 21. See Block 25. |
| Unit of Issue | 23-24 | Enter the unit of issue of the stock or part number being turned in. |
| Quantity | 25-29 | Enter the quantity being turned in to DLA Disposition Services Field Office. |
| Document Number | 30-43 | Perpetuate from source document. This cannot be the same document number that was used to receive the materiel. For locally determined excess generated at base, post, camp, or station, assign as determined by S/A procedures. See Block 24. |
| Suffix | 44 | Leave blank. |
| Supplementary Address | 45-50 | Enter DoDAAC of predesignated consignee DLA Disposition Services Field Office . |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Signal | 51 | For hazardous materiel and waste turn-ins, enter the applicable signal code; otherwise, leave blank. Signal Codes A, B, C, and L are authorized; if using Signal Code B, bill-to office must be identified in block 27. Refer to Appendix AP2.10, Signal Codes, for bill-to identification rules associated with disposal turn-in document (DTID). |
| Fund | 52-53 | For Hazardous materiel and waste turn-ins, enter the bill to fund code for reimbursable actions associated with disposal. |
| Distribution | 54 | Perpetuate from source document or leave blank. |
| Retention Quantity | 55-61 | Enter the quantity to be retained in inventory or leave blank. |
| Precious Metals | 62 | Enter applicable precious metals code from appendix AP2.23. |
| Automated Data Processing Equipment Identification | 63 | Enter applicable ADPE code from appendix AP2.24. |
| Disposal Authority | 64 | Enter applicable disposal authority code from Appendix AP2.21. |
| Demilitarization | 65 | Enter code assigned as required by DoD 4160.21-M-1. Note: When demilitarization has been accomplished prior to transfer to DLA Dispostion Services Field Office, the appropriate demilitarization certification, as required by DoD 4160.21-M-1, must be reflected in Block 27. |
| Reclamation | 66 | Enter Y if reclamation was performed prior to release to a DLA Disposition Services Field Office. Enter R if reclamation is to be performed after turn-in to DLA Disposition Services Field Office. Enter N if reclamation is not required. |
| Routing Identifier Code | 67-69 | Perpetuate from disposal release order (DRO). |
| Ownership | 70 | Enter applicable ownership code or leave blank. |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Supply Condition | 71 | Enter the applicable MILSTRAP supply condition code. |
| Management | 72 | Perpetuate from source document or leave blank. |
| Flight Safety Critical Aircraft Parts | 73[1] | Enter Criticality Code E to indicate Nuclear Hardened Flight Safety Critical Aircraft Parts (FSCAP) or Criticality Code F to indicate a standard FSCAP. |
| Unit Price | 74-80 | Enter the unit price for the NSN or part number in rp 8-22[2]. |

| BLOCK(S) | ENTRIES |
|---|---|
| 1 | Enter the extended value of the transaction[3]. |
| 2 | Enter the shipping point by Department of Defense activity address code (DoDAAC); if reduced printing is used, in-the-clear address may be entered in addition to the DoDAAC. |
| 3 | Enter the consignee DLA Disposition Services Field Office by DoDAAC. This will be the predesignated DLA Disposition Field Office and will be entered by the shipping activity; if reduced printing is used, the in-the-clear address may be entered in addition to the DoDAAC. |
| 4 | Insert HM, if the turn-in is hazardous materiel or HW, if the turn-in is hazardous waste. |
| 5 | Enter the date of document preparation, if required by the shipper. |
| 6 | Enter the national motor freight classification (NMFC), if required by the shipper. |
| 7 | Enter the freight rate, if required by the shipper. |
| 8 | Enter coded cargo data, if required by the shipper. |
| 9 | Enter applicable controlled inventory item code which describes the security/pilferage classification of the shipment from DoD 4100.39-M, Volume 10, Chapter 4, Table 61. |

[1] Identification of of FSCAP codes on the DTID and disposal release transactions last reported as not implemented by USA and USN. Refer to Approved DLSS/DLMS Change 6.
[2] Unit prices obtained via electronic interfaces which are not constrained by the MILSTRIP field size will reflect the unit price as 9 digits for dollars and 2 digits for cents. If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221A.
[3] If total price exceeds available space for display on the printed form, the generating application may leave blank. Refer to ADC 221.

| BLOCK(S) | ENTRIES |
|---|---|
| 10 | Enter the quantity actually received by the DLA Disposition Field Office, if different from positions 25-29. |
| 11 | Enter the number of units of issue in a package, if required by the shipper. |
| 12 | Enter the unit weight applicable to the unit of issue, if required by the shipper. |
| 13 | Enter the unit cube applicable to the unit of issue, if required by the shipper. |
| 14 | Enter the uniform freight classification, if required by the shipper. |
| 15 | Enter the shelf life, if appropriate; otherwise, leave blank. |
| 16 | Enter in-the-clear freight classification nomenclature, if required by the shipper. |
| 17 | Enter the item nomenclature. For non-NSN items; enter as much descriptive information as possible. Specified additive data or certification from the generating source for specific types of property should be entered. |
| 18 | Enter type of container, if required by the shipper. |
| 19 | Enter number of containers that makes up the shipment, if required by the shipper. |
| 20 | Enter total weight of shipment, if required by the shipper. |
| 21 | Enter total cube of shipment, if required by the shipper. |
| 22 | Received By - Enter the signature of person receiving the materiel. |
| 23 | Date Received - Enter date materiel was received and signed for. |
| 24 | <u>Document Number</u> - Perpetuate from source document. This cannot be the same document number that was used to receive the materiel. For locally determined excesses generated at base, post, camp, or station, assign a document number as determined by Service/Agency procedures.<br><u>Suffix Code</u> - Leave blank.[4] |
| 25 | <u>National Stock Number</u> - Enter the stock number or part number being turned in.<br><u>Additional</u> - For subsistence items, enter the type of pack code rp 21. |
| 26 | For turn-in to DLA Disposition Services Field Office - This block will not contain bar code data, it is reserved for internal DLA Disposition Services Field Office use. |

[4] Data from blocks 24-25 will be displayed in two configurations; (1) three-of-nine bar code and (2) in-the-clear. When prepared manually, bar code will not be included.

| BLOCK(S) | ENTRIES |
|---|---|
| 27 | This block may contain additional data including bar coding for internal use. This block may contain a PDF417 2D bar code that contains information for serially tracked items and repeats bar coded data content. Enter data in this block as required by the shipping activity or the DLA Disposition Services receiving the materiel. When data is entered in the block, it will be clearly identified. See Appendix 1.35 for Code 39 linear bar code and PDF417 2D bar code format information. See Appendix 1.36 for the Block 27 continuation page requirements. |

HM/HW Turn-Ins – For hazardous materiel and waste turn-ins, enter the DoDAAC of the bill-to office (required for Signal Code B), the contract line item number (CLIN) for the item on the disposal contract, the total cost of the disposal, Hazardous Waste Profile Sheet Reference Number, the Material Safety Data Sheet 5-digit alpha code from the Hazardous Material Information Repository System, the Chemical Name of Hazardous Contaminant(s), and the Noun Name of Non-Hazardous Contaminant(s).

FSCAP Items –This block will contain both coding and clear-text information to identify Flight Safety Critical Aircraft Parts (FSCAP) shipments to DLA Disposition Services Field Offices using Criticality Code E or F as follows: FSCAP E - Flight Safety Critical Aircraft Part-Nuclear Hardened or FSCAP F – Standard Flight Safety Critical Aircraft Part.[5]

Scrap Reimbursement – This block will contain the fund citation for reimbursement of scrap proceeds minus Disposition processing costs.

For IUID to support UIT/serialized item management[6]

Unique Item Identifier (UII) and/or Serial Number

The following additional data elements may be included in support of IUID:

Manufacturer’s CAGE

Current Part Number

Batch/Lot

Clear text labeling of IUID information must be provided using the following acronyms: CAGE, P/N, BT/LT, S/N, and UII.

***Small Arms/Light Weapons (SA/LW) Turn-In[7] – Ship serialized weapons and serialized weapon parts to the Anniston, Alabama, DEMIL Center. Do not mix partial and complete weapons on a single IRRD. For partial/incomplete weapon turn-in, identify missing parts***

[5] Identification of of FSCAP codes on the DTID and disposal release transactions last reported as not implemented by USA and USN. Refer to Approved DLSS/DLMS Change 6,

[6] Capability to support IUID data content within the PDF417 2D bar code has been approved for staggered and phased implementation under ADC44B and ADC 399/399A. Components have not reported implementation at this time.

[7] ***Refer to ADC 1175 and DLA Disposition Services Website.***

| BLOCK(S) | ENTRIES |
| --- | --- |
| | ***in this block. If there is insufficient space, use an attached continuation page (refer to Appendix 1.36). If the shipment includes multiple weapons, associate each list of missing parts with the serial number of the whole weapon. In lieu of listing the missing parts, the owning Component may authorize including aa signed statement certifying that the weapons have missing parts. Provide the name and contact information of the authorizing official. If prepared electronically, provide a digital signature.*** |

# AP3.50. APPENDIX 3.50

## RETURN OF DISCREPANT FOREIGN MILITARY SALES MATERIEL

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Leave blank. |
| Routing Identifier Code From | 4-6 | Leave blank. |
| Media and Status | 7 | Leave blank. |
| Stock Number | 8-22 | Enter the stock or part number of the item authorized to be returned. |
| Unit of Issue | 23-34 | Enter the UI. |
| Quantity | 25-29 | Enter the quantity authorized to be returned. |
| Document Number | 30-43 | Enter the requisitioner's document number from block 8, SF 364. |
| Suffix | 44 | Leave blank. |
| Supplementary Address | 45-50 | Leave blank. |
| Signal | 51 | Leave blank. |
| Fund | 52-53 | Leave blank. |
| Distribution | 54-56 | Leave blank. |
| Project | 57-59 | Leave blank. |
| Priority | 60-61 | Leave blank. |
| Required Delivery Date | 62-64 | Leave blank. |
| Advice | 65-66 | Leave blank. |
| Routing Identifier Code | 67-69 | Enter the RIC of U.S. source of supply preparing the DD Form 1348-1A or DD Form 1348-2. |
| Blank | 70-73 | Leave blank. |

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Unit price | 74-80 | Enter the unit price for the NSN or part number shown in rp 8-22. (This should be the same price as used on the issue document.) |

| BLOCK(S) | ENTRIES |
|---|---|
| A | Leave blank. |
| B | The consignee by account number, name, and address. |
| C-D | Enter words “Transshipment point” and account number, name, and address of activity designated to receive the transshipped materiel. If not designated, leave blank. |
| E | The extended value of the transaction. |
| F-N | Leave blank. |
| O | Date of document preparation. |
| P | Supply condition of the materiel authorized for return. |
| Q-Y | Leave blank. |
| 1-10 | Leave blank. |
| AA-BB | Enter the “SDR number” from Block 2, SF 364. |
| CC-GG | Leave blank. |
| 11-12 | Leave blank. |
| 13 | Transportation fund cite applicable to the shipment. |
| 14-15 | Leave blank. |

# AP3.51. APPENDIX 3.51

## MATERIEL OBLIGATION VALIDATION REINSTATEMENT REQUEST[1]

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC APR. |
| Routing Identifier Code | 4-6 | Enter the RIC of the source of supply that canceled the requisition. |
| Other Fields | 7-24 | Enter the data from the supply status transaction (DIC AE_) with Status Code BS. |
| Quantity | 25-29 | Enter the quantity required; this quantity cannot be greater than the original quantity canceled |
| Other Fields | 30-61 | Enter the data from supply status transaction (DIC AE_) with Status Code BS. |
| Blank | 62-64 | Leave blank. |
| Advice Code | 65-66 | Enter the advice code from the original requisition; otherwise, leave blank. |
| Blank | 67-70 | Leave blank. |
| Transaction Day | 71-73 | Enter the ordinal day of year of the reinstatement request. |
| Blank | 74-80 | Leave blank. |

[1] Established procedures to reinstate canceled requisitions last reported as not implemented by United States Navy (USN). Refer to AMCL 150C.

# AP3.52. APPENDIX 3.52

## INVENTORY CONTROL POINT GOVERNMENT FURNISHED MATERIEL VALIDATION REQUEST[1]

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AX1. |
| Routing Identifier Code (From) | 4-6 | Enter the RIC identifying the inventory control point (ICP) creating the DIC AX1 transaction. |
| Media and Status | 7 | Perpetuate from the requisition. |
| Stock Number | 8-22 | Perpetuate from the requisition. |
| Unit of Issue | 23-24 | Perpetuate from the requisition. |
| Quantity | 25-29 | Perpetuate from the requisition. |
| Document Number | 30-43 | Perpetuate from the requisition. If perpetuating from a referral order, use suffix code. |
| Demand/Suffix Code | 44 | Perpetuate from the requisition. |
| Supplementary Address | 45-50 | Perpetuate from the requisition. |
| Signal | 51 | Perpetuate from the requisition. |
| Fund Code | 52-53 | Perpetuate from the requisition. |
| Distribution | 54 | Perpetuate from the requisition. |
| Project Code | 57-59 | Perpetuate from the requisition. |
| Priority Designator | 60-61 | Perpetuate from the requisition. |
| Supply Source Origination Date | 62-64 | Enter the date the DIC AX1 was created. |
| Advice | 65-66 | Perpetuate from the requisition. |

[1] Procedures to control access to DoD material inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Blank | 67-68 | Leave blank. |
| Call Number | 69-72 | Perpetuate from the requisition. |
| Contract Identification | 73-80 | Perpetuate from the requisition. |
| OR | | |
| Management Control Activity Routing Identifier Code | 74-76 | Perpetuate from the requisition. |

# AP3.53. APPENDIX 3.53

## MANAGEMENT CONTROL ACTIVITY GOVERNMENT FURNISHED MATERIEL VALIDATION RESPONSE[1]

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AX2. |
| Routing Identifier Code (To) | 4-6 | Perpetuate from the DIC AX1 transaction. |
| Media and Status | 7 | Perpetuate from the DIC AX1 transaction. |
| Stock Number | 8-22 | Perpetuate from the DIC AX1 transaction. |
| Unit of Issue | 23-24 | Perpetuate from the DIC AX1 transaction. |
| Quantity | 25-29 | If Advice Code 2R is entered in rp 65-66, enter quantity to be supplied. If Advice Code 2Q is entered in rp 65-66, enter total quantity to be rejected. |
| Document Number | 30-43 | Perpetuate from the DIC AX1 transaction. |
| Demand | 44 | Perpetuate from the DIC AX1 transaction. |
| Supplementary Address | 45-50 | Perpetuate from the DIC AX1 transaction. |
| Signal | 51 | Perpetuate from the DIC AX1 transaction. |
| Fund Code | 52-53 | Perpetuate from the DIC AX1 transaction. |
| Distribution | 54-56 | Perpetuate from the DIC AX1 transaction. |

[1] Procedures to control access to DoD materiel inventories by defense contractors last reported as not implemented by USA (Retail). Refer to AMCL 1A.

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
| --- | --- | --- |
| Project Code | 57-59 | Perpetuate from the DIC AX1 transaction. |
| Priority | 60-61 | Perpetuate from the DIC AX1 transaction. |
| Validation Date | 62-64 | Enter date validated or rejected by the MCA. |
| Advice or Status | 65-66 | Enter the applicable advice code from Appendix AP2.15 or status code from Appendix AP2.16 . |
| Blank | 67-68 | Perpetuate from the DIC AX1 transaction. |
| Call Number | 69-72 | Perpetuate from the DIC AX1 transaction. |
| Contract Identification | 73-80 | Perpetuate from the DIC AX1 transaction. |
| OR | | |
| Management Control Activity Routing Identifier Code | 74-76 | Perpetuate from the DIC AX1 transaction. |

# AP3.54. APPENDIX 3.54

## DEFENSE AUTOMATIC ADDRESSING SYSTEM MATERIEL OBLIGATION VALIDATION RESPONSE TRANSACTION[1]

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AP8. |
| Routing Identifier Code | 4-6 | Enter RIC SGA. |
| Submitting Activity | 7-12 | Enter Department of Defense activity address code (DoDAAC) of applicable activity. |
| Blank | 13-80 | Leave blank. |

[1] Use of revised Materiel Obligation Validation (MOV) temporary suspension procedures for selected activities last reported as not implemented by USMC. Refer to AMCL 37.

# AP3.55. APPENDIX 3.55

## NOTIFICATION OF CUSTOMER NONRESPONSE TO MATERIEL OBLIGATION VALIDATION REQUEST

| FIELD LEGEND | RECORD POSITION(S) | ENTRY AND INSTRUCTIONS |
|---|---|---|
| Document Identifier Code | 1-3 | Enter DIC AV_. |
| Routing Identifier Code | 4-6 | Enter RIC of supply source initiating the request. |
| Media and Status | 7 | Enter the program originator code; otherwise, leave blank. This code may be entered by the international logistics control office (ILCO), at Service option, on Service initiated foreign military service (FMS) and grant aid transactions to security assistance organizations (SAO). |
| Stock or Part Number | 8-22 | Enter the stock or part number of item on which validation is required. This number should be in agreement with the number included in the latest status transaction furnished to the recipient activities prior to the notification request. |
| Unit of Issue | 23-24 | Enter data from original requisition. |

| | | |
|---|---|---|
| Quantity | 25-29 | A. Enter quantity in BZ status not responded to in Materiel Obligation Validation (MOV).<br>b. For ammunition items and ammunition related item only (items in Federal supply group (FSG) 13 and for Federal supply classification (FSC) 1410, 1420, 1427, 1440, 5330, 5865, 6810 or 8140), enter an M in rp 29 to express in thousands any quantity exceeding 99,999. Example: A quantity of 1, 950,000 will be expressed as 1950M (1950 in rp 25-28 and an M in rp29). |
| Document Number | 30-43 | Enter the document number of the original requisition for the item being validated. |
| Suffix | 44 | Enter the suffix assigned; otherwise, leave blank. |
| Other Fields | 45-56 | Enter the data from the original requisition for the item being validated. |
| Blank | 57-79 | Leave Blank. |
| Multi-Use | 80 | Reserved for the ILCO’s entry of internal control data on FMS and grant aid transactions; otherwise, leave blank. |